

FACULTY SENATE MINUTES  
JANUARY 22, 1998

CALL TO ORDER: 4:15 pm; Riggle Room; ADUC.

MEMBERS ABSENT: Tom Diamantes, Ishappa Huller, Robert Lorentz, Brian Reeder, and Betty Wilson.

MINUTES: Minutes of December 4, 1997, were approved as distributed.

**CHAIR'S REPORT:**

Chair welcomed new senators to the senate. Chair reported on the following: 1) meeting of Deans, Directors, and President to discuss enrollment; and 2) senate actions returned included PG-5: Resoluion on Non-Discrimination had been rejected as well as the Resolution on Enforcement of Course Prerequisites and PBSI Guidelines; Final Exam Schedule Resolution had been accepted.

Chair reported that President Eaglin would be addressing the Senate at the February 19th meeting.

**VICE PRESIDENT'S REPORT:**

The Vice-President discussed the University Trust Fund Guidelines.

**COMMITTEE REPORTS:**

**Communications**

Committee is working on a Senate Connection.

**Fiscal Affairs**

Committee presented Budget Task Force - Alumni Relations Recommendations for a second reading. Motion seconded and passed unanimously.

**Professional Policies**

Committee presented PAc-2: Promotion Review for a 1st reading.

ADJOURNMENT: 5:10 pm.

?11Date: Tue, 17 Feb 1998 10:18:32 -0500 (EST)  
From: FACULTY SENATE <senate@morehead-st.edu>  
To: JUDY LYNN CARPENTER <j.carpen@morehead-st.edu>  
Subject: Minutes - feb. 5

Minutes of Faculty Senate Feb. 5 1998

Senators Absent: Don Applegate, Stacy Baker, Michael Biel, Christi Bruening, Tom Creahan, Jane Ellington, Scott Erdo, Donna Everett, Deeno Golding, William Grise, Robert Lorentz, Bruce Mattingly, Carol Nutter, Shelby Shire, Deborah Tesch, Gordon Towell

Approval of Minutes: Minutes of the Jan. 22, 1998 meeting were approved.

Chair Adams turned the floor over to President Eaglin who discussed the following:

Retention of first semester freshmen is higher than average.

Reported on state funds for budget

-- We can count on the 14 million dollars for Breckenridge --  
"its a done deal".

-- Can expect a distance learning site in Hindman.

-- Can expect funds to complete Folk Art Center so University will not be responsible for it any longer.

The faculty raise package should increase from 3 % to 5% by using funds generated from faculty vacancy credits.

The budget will be brought to Board in Early Spring:  
Dr. Eaglin is making a commitment to balancing the budget, with all excess dollars generated going into salaries.

Called on faculty to generate ideas of reaching high school seniors in our service region.

Chairs Report:

Budget Priority Resolution :

Chair provided data to support the statements made in resolution.

Resolution passed unanimously

Resolution passed to have faculty sign a document supporting the budget priority resolution. Executive Council was charged with developing the signature page. Departmental faculty senators will obtain signatures before the next BOR meeting.

Vice President's Report:

Dr. Moore asked what efforts have been made to sit down with administration and iron out problems. He voiced concerns about negative methods in favor of more positive measures. Encouraged senate to allow him a shot at solving problems.

Senate floor echoed their frustration about previous positive

measures. Senators did not feel that Budget Priority Resolution was overly negative.

Vice President commented that he recognized the frustration and saw a lot of places where there were misplaced funds that could be used to solve some of the issues the faculty had with University policy. Examples included travel for inappropriate non-academic purposes.

Dr. Moore reported on the Trust Fund Proposals:

Received all recommendations from Planning Committee.

He is hoping to encourage more collaboration between departments and narrow proposals to approximately 1-3 for final submission.

Final proposal(s) will go before Board in May and to the Committee on Post Secondary Education in July.

Departments are reevaluating FEP's and must bring them into line with PAC 27 by March 1.

#### COMMITTEE REPORTS

Academic Policy: Report of survey on week long Thanksgiving break: 116 faculty against, only 72 faculty were in favor of one of the 5 alternative break options.

Discussion with Vice-President about the ignoring of Faculty Senate input into academic calendar issues.

Air Adams stated that the Senate Constitution allows for the senate to make recommendations about calendar issues. Twice the senate has unanimously voted against a week long Thanksgiving break, twice we have been ignored.

Dr. Moore stated that Faculty Senate would have a shot at making recommendations regarding calendar issues.

Communications: No Report

Evaluation:

Distribution of Faculty Satisfaction Survey  
Return to faculty senators By Feb. 19

Fiscal Affairs: No Report

Governance:

Committee elections of Roma Prindle to Academic Standards and Appeals Committee; Robert Grueninger to Research and Creative Productions Committee

Both passed unanimously

Committee preference forms were distributed.

Professional Policy:

Pac 2 put up for a second reading

Chair Patrick reported on several changes that had been accepted as friendly amendments. PAC-2 will be updated on the website to reflect these changes.

Friendly Amendment strike and change "open" to "secret" on lines 295, 327, 353, 370. Friendly amendment accepted.

Meeting Adjourned 6:07 p.m.

Submitted by Lynn Augsbach



**FACULTY SENATE MINUTES**  
**FEBRUARY 19, 1998**

PASS

**CALL TO ORDER:** 4:12 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Laradean Brown, Robert Lorentz, Brenda Malinauskas, and Gordon Towell.

**MINUTES:** Minutes passes as distributed.

**PRESIDENT'S REPORT:**

President Eaglin discussed the following:

- 1) Last years special session which ended with House Bill 1. This worked in our favor by moving all colleges to 95% formula funding. This resulted in 1.1 million dollars for us and all of it was put into salaries, giving us the largest salary pool in the state.
- 2) Two pools of money. The first is a deferred maintenance pool. A quarter of a million dollars can be taken out yearly. However, the money must be matched dollar for dollar. The other pool is the Program of Distinction. This pool contains 850 thousand dollars and is also in a match situation.
- 3) Fourteen million dollars has been awarded for the renovation of Breckinridge.
- 4) Work is being done to move a 100 thousand dollar project through the Budget Committee in Frankfort for the purpose of running the Folk Art Center.
- 5) The Governor has decided to create five centers for post secondary education in Prestonsburg. This is to bring together regional universities and local community and technical colleges. MSU will have at least 15,000 gross square feet of space in the new building. This will support distance learning. There is a rumor that the legislation is trying to do a similar building in West Liberty.
- 6) The Budget Priority Resolution had been received. It was noted that a four year project that began in 1992 and that was geared toward the same end was being completed. A group of faculty had been put together and had come up with a plan to increase salaries. The four part plan dealt with equity, starting salary, merit, and higher amounts on promotions.

A lengthy question and answer session followed.

**CHAIR'S REPORT:**

Chair Adams discussed the following:

- 1) The hearing on the Post Tenure Review Bill had been pulled. However, another bill dealing with this same issue was in the process of being proposed.
- 2) It was reported that in the Deans Council meeting registrar Ranvier reported that a students record would be flagged if that student had not met the pre-requisites. It was also reported that they were working toward pre-registration being done by faculty rather than in the departments.

**VICE-PRESIDENT'S REPORT:**

Vice-president Moore reported that off campus registration was up 10%; 11% FTE produced, which was up over the last 6 years.

**FACULTY REGENT'S REPORT:**

Regent Mattingly reported that the Board would be meeting tomorrow. Committee would met at 9:00 am and the full board would be meeting at 11:00. The agenda included the 2nd quarter report and promotion and tenure.

**COMMITTEE REPORTS:**

**ACADEMIC POLICIES:**

Resolution on Textbook Use in General Education Courses was presented for a first reading. Erin Hughey, Student Government President, spoke in regard to this resolution. She noted that similar policies were in effect at Eastern Kentucky University and Murray State University.

## GOVERNANCE COMMITTEE

The following committee nominations were presented and approved: Service Committee - Tom Kmetz, Librarian; and Research and Creative Productions Committee - Grover Kearns, Business.

## COMMUNICATIONS

No report

## EVALUATION

Chair asked that Faculty Satisfaction Surveys be turned in.

## FISCAL AFFAIRS

A handout on the Analysis of Funds Reverted to Fund Balance was distributed to the senate. Chair Nutter reported that no decision had been made regarding the use of the insurance reserve. Chair reported that there was over \$240,000. in excess of the required balance.

## PROFESSIONAL POLICIES:

Chair Patrick reported that there were some major changes in PAc-2: Promotion Review and that a new copy would be issued.

ADJOURNMENT: 5:57 pm

## **FACULTY SENATE MINUTES**

### **MARCH 5, 1998**

**CALL TO ORDER:** 4:11 pm; Riggle Room; ADUC.

**MINUTES:** Minutes of February 19, 1998, were approved as distributed.

**MEMBERS ABSENT:** Lynn Augsbach, Yvonne Baldwin, Marcia Cooper, Andrew Curtis, Scott Erdo, Donna Everett, Deeno Golding, Edie Hall, Lesia Lennex, Robert Lorentz, and Phyllis Oakes.

**CHAIR'S REPORT:** Chair discussed the following:

1. Two senate actions had been returned.
  - A. 20.6 - Budget Priority Resolution: was approved with the stipulation that a committee be formed with the help of the Senate in order to develop a plan of action.
  - B. 21.6 - Committee nominations for the Service & Research and Creative Productions Committees.
2. Chair met with Francene Botts-Butler to review PG5: Affirmative Action.

### **FACULTY REGENT'S REPORT:**

Regent Mattingly discussed the following:

1. The Board of Regents meeting:
  - A. Tenure & Promotion & Educational and Sabbatical Leaves were approved.
  - B. Third quarter financial report.
2. Petition with 260 names supporting the Budget Priority Resolution passed by the Senate was displayed to the Board.
3. Board of Regents will be having a preliminary meeting regarding the budget at 9:00 am on Wednesday, March 11th.

### **COMMITTEE REPORTS:**

#### **Professional Policies**

PAC-2: Promotion Review was presented for a second reading. The following amendments were made:

1. Senator Reeder moved to strike out lines 199 - 202 on page 5. This was accepted as a friendly amendment.
2. Senator Buck moved to add the following: Add back in line 199 and add 'Beyond the required terminal degree'. Motion accepted as a friendly amendment.
3. Senator Rogers moved the following as a friendly amendment. 'Line 98 to put back attendance at professional meetings'. The motion was not accepted.
4. Senator Rogers moved to add back the wording in line 98 'attendance at professional meetings'. Motion seconded and failed.
5. Senator Ellington moved to table the discussion at 5:30 pm and bring the policy back at the next full meeting of the Senate. Motion seconded and passed.
6. Senator Buck made the following motion: 'Reword lines 103 and 104 to read: 3. Professional Service: Service to the institution is recognized, evaluated, and expected to faculty desiring promotion to professor, and service to the community is recognized and evaluated when such service is rendered in a professional capacity as a faculty member of the University. -- After line 111 add: In the case of service to the community, only service that is rendered in a professional capacity as a faculty member of the University shall be recognized.' Motion died for lack of second.

#### **Academic Policies**

The Resolution on Textbook Use in General Education Courses was presented for a second reading. Motion passed.

#### **Communications**

Senator Beil made the following report:

1. The committee ask that everyone look at the Senate web site and make suggestions for expanding the information reported.

3. \$350,000.00 for renovation of Lakewood Terrace
4. Next budget meeting will be April 21st.

### Governance

The following resolutions were presented for a second reading and were unanimously passed:

1. Athletic Committee Description
2. Other committee descriptions
  - a. Graduate
  - b. Research & Creative Productions
  - c. Faculty Rights & Responsibilities
3. Committee nomination

A resolution on Professional Development Committee was presented for a first reading.

### Professional Policies

A handout regarding Post Tenure Review was presented for discussion purposes.

ADJOURNMENT: 5:29 pm



**FACULTY SENATE MINUTES**  
**MARCH 5, 1998**

PASS

**CALL TO ORDER:** 4:11 pm; Riggle Room; ADUC.

**MINUTES:** Minutes of February 19, 1998, were approved as distributed.

**MEMBERS ABSENT:** Lynn Augsbach, Yvonne Baldwin, Marcia Cooper, Andrew Curtis, Scott Erdo, Donna Everett, Deeno Golding, Edie Hall, Lesia Lennex, Robert Lorentz, and Phyllis Oakes.

**CHAIR'S REPORT:** Chair discussed the following:

1. Two senate actions had been returned.
  - A. 20.6 - Budget Priority Resolution: was approved with the stipulation that a committee be formed with the help of the Senate in order to develop a plan of action.
  - B. 21.6 - Committee nominations for the Service & Research and Creative Productions Committees.
2. Chair met with Francene Botts-Butler to review PG5: Affirmative Action.

**FACULTY REGENT'S REPORT:**

Regent Mattingly discussed the following:

1. The Board of Regents meeting:
  - A. Tenure & Promotion & Educational and Sabbatical Leaves were approved.
  - B. Third quarter financial report.
2. Petition with 260 names supporting the Budget Priority Resolution passed by the Senate was displayed to the Board.
3. Board of Regents will be having a preliminary meeting regarding the budget at 9:00 am on Wednesday, March 11th.

**COMMITTEE REPORTS:**

**Professional Policies**

PAC-2: Promotion Review was presented for a second reading. The following amendments were made:

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2. Senator Buck moved to add the following: Add back in line 199 and add 'Beyond the required terminal degree'. Motion accepted as a friendly amendment.
3. Senator Rogers moved the following as a friendly amendment. 'Line 98 to put back attendance at professional meetings'. The motion was not accepted.
4. Senator Rogers moved to add back the wording in line 98 'attendance at professional meetings'. Motion seconded and failed.
5. Senator Ellington moved to table the discussion at 5:30 pm and bring the policy back at the next full meeting of the Senate. Motion seconded and passed.
6. Senator Buck made the following motion: 'Reword lines 103 and 104 to read: 3. Professional Service: Service to the institution is recognized, evaluated, and expected to faculty desiring promotion to professor, and service to the community is recognized and evaluated when such service is rendered in a professional capacity as a faculty member of the University. -- After line 111 add: In the case of service to the community, only service that is rendered in a professional capacity as a faculty member of the University shall be recognized.' Motion died for lack of second.

**Academic Policies**

The Resolution on Textbook Use in General Education Courses was presented for a second reading. Motion passed.

**Communications**

Senator Beil made the following report:

1. The committee ask that everyone look at the Senate web site and make suggestions for expanding the information reported.

2. Administrative Action Charts for Chairs Patrick and Adams are now on the Web Site.
3. They are compiling procedures for posting on the Senate web site.

Evaluation -- No report was given.

Fiscal Affairs

Chair Nutter reported the following:

1. Preliminary meetings with Angela Martin.
  - A. Projecting 3% faculty and staff salary pool.
  - B. Insurance Reserve suggestions:
    1. 180 thousand dollars according to Angela Martin
    2. 84 thousand dollars be used to off set the 10% January 1999 increase.

Governance - No report was given.

ADJOURNMENT: 5:49 pm

FACULTY SENATE MINUTES  
MAY 7, 1998

CALL TO ORDER: 4:15 pm; Riggle Room; ADUC.

SENATORS ABSENT: Michael Biel, Marcia Cooper, Scott Davison, William Grise, Edie Hall, Robert Lorentz, and Shelby Shires.

MINUTES: Approved as corrected.

CHAIR'S REPORT:

Chair Adams turned the floor over to Angela Martin, Director of Budgets and Management Information. A handout of the preliminary operating budget was provided and discussed. Among the items discussed: The budget was balanced at this time, however it was not final. Expenditures were going up \$865,000. All significant items in the budget were discussed. It was noted that enrollment was down 2.41%, and tuition rates for undergraduates in state would be going up 5.58% (making tuition \$1,135 per semester for a full time student). The two major areas regarding money were: \$100,000. for vo tech for capital non-reoccurring expenses and \$150,000. distance learning for Hindman in reoccurring funds. A question and answer session followed.

VICE-PRESIDENT'S REPORT:

Vice-President Moore discussed the following: After commencement college receptions would be held. Faculty were asked to make sure they followed the final exam policy. Regarding PAC-2 it was noted that there were some significant issues that need to be looked at. The Vice-President was recommending that it not be accepted. A particular point of discussion dealt with faculty who currently hold the rank of assistant professor. It was also noted that the Deans were only just getting the PAC and were beginning to respond.

FACULTY REGENT'S REPORT:

Regent Mattingly discussed the following: The Board of Regents meeting had been moved to June 2nd. A major budget concern dealt with the difference of the salary pools between faculty and staff. The Regent felt another 1% could be found for staff raises from the fund balance. The Regent felt that by using \$370,000. from this line they could increase the staff raise 1%, and it would only cost \$150,000. to give an extra 1% to salary.

Regent Mattingly presented a resolution to have faculty and staff raises the same. Motion seconded. Senator Lennex moved to suspend the rules and vote on this resolution today. Motion seconded and failed. Since the matter would be irrelevant if not voted on at this meeting, Regent Mattingly withdrew his motion.

COMMITTEE REPORTS:

Academic Policies: Chair Baldwin provided a handout on Academic Honesty was provided, and reported that they were working with the SGA on an Honor Code.

Communications: No Report

Evaluation: Chair provided and discussed a handout regarding the Service Survey.

Fiscal Affairs: The Graduate and Non-Traditional Student Housing Resolution was presented for a second reading. Motion passed. The following resolutions were presented for a first reading: 1) Reversion of funds to Academic Departments; and 2) Employee Health Insurance Additions.

Governance: The Professional Development Committee Resolution was tabled until the next meeting. Senator Rogers moved to extend the meeting until the agenda was completed. Motion seconded and passed. Committee replacement nominations were presented for vote. Motion passed.

Professional Policies: No Report

ADJOURNMENT: 6:03 pm.

FACULTY SENATE MINUTES  
MAY 7, 1998

CALL TO ORDER: 4:15 pm; Riggle Room; ADUC.

SENATORS ABSENT: ~~Don Applegate~~, Michael Biel, Marcia Cooper, Scott Davison, ~~Deeno~~  
~~Golding~~, William Grise, Edie Hall, Robert Lorentz, ~~Brian Reeder~~, and Shelby Shires.

MINUTES: Approved as corrected.

CHAIR'S REPORT:

Chair Adams turned the floor over to Angela Martin, Director of Budgets and Management Information. A handout of the preliminary operating budget was provided and discussed. Among the items discussed:

- the budget was balanced at this time, however it was not final
- expenditures were going up \$865,000.
- all significant items in the budget were discussed
- enrollment was down 2.41 <sup>70</sup>
- tuition rates for undergraduates in state would be going up 5.58% (making tuition \$1,135 per semester for a full time student)
- \$100,000. for vo tech for capital non-reoccurring expenses
- \$150,000. distance learning for Hindman in reoccurring funds

A question and answer session followed.

VICE-PRESIDENT'S REPORT:

Vice-President Moore discussed the following:

- Commencement
  - Would be holding college reception afterward
- Ask that faculty make sure that they follow the final exam policy
- PAC-2
  - there are some significant issues that need to be looked at
  - he was recommending that it not be accepted
  - a particular point of discussion dealt with faculty who currently hold the rank of assistant professor
  - Dean were only just getting the PAC and were beginning to respond

FACULTY REGENT'S REPORT:

Regent Mattingly discussed the following:

- Board of Regents meeting had been moved to June 2nd
- Budget Concerns



- concerned with the difference of the salary pools between faculty and staff
- felt another 1% could be found for staff from the fund balance
- by using \$370,000. from this line would raise the staff raise 1%
- it cost \$150,000. to give an extra 1% to salary

Regent Mattingly presented a resolution to have faculty and staff raises the same. Motion seconded. Senator Lennex moved to suspend the rules and vote on this resolution today. Motion seconded and failed. Since the matter would be irrelevant if not voted on at this meeting, Regent Mattingly withdrew his motion.

#### COMMITTEE REPORTS:

##### Academic Policies:

Chair Baldwin provided a handout on Academic Honesty was provided, and reported that they were working with the SGA on an Honor Code.

Communications: No Report

##### Evaluation:

Chair provided and discussed a handout regarding the Service Survey.

##### Fiscal Affairs:

The Graduate and Non-Traditional Student Housing Resolution was presented for a second reading. Motion passed.

The following resolutions were presented for a first reading: 1) Reversion of funds to Academic Departments; and 2) Employee Health Insurance Additions.

##### Governance:

The Professional Development Committee Resolution was tabled until the next meeting. Senator Rogers moved to extend the meeting until the agenda was completed. Motion seconded and passed. Committee replacement nominations were presented for vote. Motion passed.

Professional Policies: No Report

ADJOURNMENT: 6:03 pm.

FACULTY SENATE MINUTES  
JUNE 25, 1998

*Approved*

CALL TO ORDER: 4:11 pm; Riggle Room; ADUC.

SENATORS ABSENT: Christi Bruening, Deborah Plum; Brent Rogers and Deborah Tesch.

MINUTES: Minutes of May 7, 1998, were approved with corrections.

CHAIR'S REPORT:

Chair Adams discussed the following:

1. Deans Council
  - a. The dates for grades to be submitted to the Registrar for Summer I has been extended one day.
  - b. According to next years calendar, Summer I will begin on May 17.
  - c. Summer I enrollment is down 250 students.
  - d. SOAR attendance seems to be down this year.
  - e. Some money may be available this year for new furniture in classrooms.
    1. The EVPAA and the Deans are in the process of identifying rooms in which new furniture is most needed,
- 2.. Pac-2 has been accepted by the administration.
3. A workshop involving COSFL members and CPE representatives was held in Frankfort on June 2. The strategic agenda and implementation plan, and the Commonwealth Virtual University were topics of discussion.

VICE-PRESIDENT'S REPORT:

Vice-President Moore discussed the following:

1. PAC-2.
  - a. He felt that when dealing with a major document more time was needed by the deans in order to review proposed changes.
2. Virtual University and goals for Fall 1999.
3. It was felt that no one was currently happy with PBSI as it stands.

FACULTY REGENT'S REPORT:

Regent Mattingly reported on the June Board of Regents Meeting. Items discussed:

1. A report regarding the approval of the President's annuity plan.
2. He reported that the board unanimously reaffirmed it's commitment to bring faculty and staff salaries up to benchmark and to make them t top priority.

COMMITTEE REPORTS

Academic Policies - no report

Communication - no report

Evaluation - no report

Fiscal Affairs:

The following resolutions were unanimously approved:

1. Reversion of Funds to Academic Departments
2. Employee Health Insurance Additions

Governance:

The following committee election results were reported:

1. Faculty Rights and Responsibilities Committee - Roland Buck, BUS; Phyllis Oakes, EBS; Ron Morrison, HUM; and Randy Ross, S&T.
2. Graduate Committee - Mesghena Yasin, BUS; David Olson, EBS; Robert Pritchard, HUM (ending 1999); Lisa Mesa Giado, HUM (ending 2000); and Ahmad Zargari, S&T.
3. Planning Committee - Jack Peters, BUS; and Jay Flippin, HUM.

Professional Policies - no report

ADJOURNMENT: 4:51 pm

FACULTY SENATE MINUTES  
July 16, 1998

Pass

CALL TO ORDER: 4:13 pm; Riggle Room; ADUC.

SENATORS ABSENT: Laradean Brown, Lynne Fitzgerald, Lloyd Jaisingh, Lesia Lennex, Robert Lorentz, Bruce Mattingly, and Carol Nutter.

MINUTES: Minutes of June 24, 1998, were approved with corrections.

CHAIR'S REPORT:

Chair Adams discussed the following:

1. Deans Council
  - a. Enrollment for Summer II was down 105 students from the Summer II of last year
  - b. Soar attendance is up by about 300 plus and there are two more to go
  - c. Housing applications are up 143
  - d. Freshmen enrollment is up by about 460 students
  - e. The registrar is updating the computer system and making a web base
  - f. Students will have access without going through the departments web page
2. Service Survey results were sent to President Eaglin
  - a. The four highest and four lowest issues were discussed
3. Chair reviewed the Senate Action Report for the 1997-98 year
4. PAc-2: Promotion Review
  - a. A handout with proposed editorial changes was presented for a first reading
  - b. It was noted that President Eaglin had approved the PAc as originally submitted by the Senate
  - c. Senator Reeder moved to suspend the rules and vote today. Motion was seconded and passed.
  - d. Senator Buck moved to accept the proposed changes. Motion seconded and passed unanimously
5. Discussion was held in regard to possible solutions in the Faculty Regent position
  - a. Possible solutions
    1. Appointing an interim Faculty Regent
    2. Allowing Regent Mattingly to fill both positions
    3. Allowing Regent Mattingly to fill the Regent position for the September Board of Regents Meeting only
    4. Running an immediate election
    5. The possibility of not having a regent
  - b. Senator Buck made the following motion:
    1. To send a memo to President Eaglin asking the appointment of Bruce Mattingly serving as Faculty Regent at the September Board of Regents meeting. If that is not appropriate, have the Faculty Senate appoint an interim faculty regent for that one meeting so that time would be needed to conduct an election. Motion seconded.
    2. Senator Tuerk made the following as a friendly amendment to the motion:
      - A. Also ask the possible appointment of an interim until the next scheduled election.
      - B. The friendly amendment was not accepted.
    3. Senator Patrick withdrew his second of the original Buck motion
    4. Senator Seth made a friendly amendment to delete the second part. The motion was not accepted
    5. Buck motion died for lack of second.
  - c. Senator Seth moved to write a memo to President Eaglin asking that he take to the board a request to allow Bruce Mattingly to serve as the Faculty Regent for the September meeting only. This is to allow time for an election to replace him. Motion seconded and passed.

VICE-PRESIDENT'S REPORT:

Vice-President Moore discussed the following:

1. Al Baldwin has been named Assistant to the Vice President for Academic Affairs and also Planning Officer
2. Bruce Mattingly has been appointed as Interim Chair of the Department of Psychology
3. Robert Albert has been appointed as Interim Dean for the College of Business
4. Betty Regan has been appointed Interim Chair of the Department of Information Sciences

5. The CP 2nd Excellency Trust Fund for Eastern, Western, and Murray has been approved.
6. There will be a retreat August 7th for Deans and Department Chairs
  - a. Focus working with Department Chairs in the roll as personal manager
7. Academic Affairs has reverted funds to travel, supplies, telephone and equipment
  - a. It is felt that the greatest need be focused on the replacement of capital equipment

FACULTY REGENT'S REPORT: no report

#### COMMITTEE REPORTS

Academic Policies - no report

Communication - no report

Evaluation - no report

Fiscal Affairs - no report

Governance - no report

Professional Policies - no report

#### NEW BUSINESS:

Revision to PG-22: Employment of Relatives, was presented for a first reading.

Senator Reeder discussed the issue of the Job Classification Appeals Committee.

- a. The Senate will support whatever decision the Staff Congress comes up with

A plaque was presented to outgoing chair, Dr. Michael Adams. The gavel was presented to incoming chair Dr. Brian Reeder.

ADJOURNMENT: 5:46 pm

**Faculty Senate Minutes**  
**August 20, 1998**

**Call to order:** 4:09 pm; Commonwealth Room; ADUC.

Senators Absent: Stacy Baker, Carolyn Cogswell, Lloyd Jaisingh, Charles Mackay, and Deborah Plum.

**Minutes:** Minutes of July 16, 1998 were approved as distributed.

Chair Reeder turned the floor over to Dr. Bruce Mattingly, Department of Psychology Interim Chair. Dr. Mattingly discussed the issues regarding his appointment as Interim Chair and the Faculty Regent position. He informed the Senate of his decision to resign as Faculty Regent.

**Elections:**

Elections were held for the 1998-99 Faculty Senate Executive Council. Nominations from the College of Business were: Roland Buck, Thomas Creahan, and Donna Everett. Nominations from the College of Education and Behavioral Sciences were: Edward Breschel, Lynn Haller, and James Knoll. Nominations from the Caudill College of Humanities were: Michael Biel, Scott Davison, and Gordon Towell. Nominations from the College of Science & Technology were: William Grise', Carol Nutter, and Brent Rogers. College Representatives elected were: Donna Everett, Business; Lynn Haller, EBS; Scott Davison, HUM; and Carol Nutter, S&T.

The remaining names were placed in contention for the two at-large positions. Senators elected to serve on the Executive Council as at-large members were: Edward Breschel and William Grise'.

Election for the Chair resulted in the following removing their name from contingency as the Chair-Elect: Edward Breschel, Scott Davison, Donna Everett, William Grise', and Carol Nutter. Lynn Haller was elected chair-elect by accumulation.

**Business:**

PG-22: Employment of Relatives was presented for a second reading. Senator Egan moved to table the resolution to the Professional Policies Committee for consideration of splitting the resolution into two parts. Motion died for lack of second. Resolution passed.

**Adjournment:** 5:24 pm.

**Faculty Senate Minutes**  
**August 20, 1998**

**Call to order:** 4:09 pm; Commonwealth Room; ADUC.

Senators Absent: Stacy Baker, Carolyn Cogswell, Lloyd Jaisingh, Charles Mackay, and Deborah Plum.

**Minutes:** Minutes of July 16, 1998 were approved as distributed.

Chair Reeder turned the floor over to Dr. Bruce Mattingly, Department of Psychology Interim Chair. Dr. Mattingly discussed the issues regarding his appointment as Interim Chair and the Faculty Regent position. He informed the Senate of his decision to resign as Faculty Regent.

**Elections:**

Elections were held for the 1998-99 Faculty Senate Executive Council. Nominations from the College of Business were: Roland Buck, Thomas Creahan, and Donna Everett. Nominations from the College of Education and Behavioral Sciences were: Edward Breschel, Lynn Haller, and James Knoll. Nominations from the Caudill College of Humanities were: Michael Biel, Scott Davison, and Gordon Towell. Nominations from the College of Science & Technology were: William Grise', Carol Nutter, and Brent Rogers. College Representatives elected were: Donna Everett, Business; Lynn Haller, EBS; Scott Davison, HUM; and Carol Nutter, S&T.

The remaining names were placed in contention for the two at-large positions. Senators elected to serve on the Executive Council as at-large members were: Edward Breschel and William Grise'.

Election for the Chair resulted in the following removing their name from contingency as the Chair-Elect: Edward Breschel, Scott Davison, Donna Everett, William Grise', and Carol Nutter. Lynn Haller was elected chair-elect by accumulation.

**Business:**

PG-22: Employment of Relatives was presented for a second reading. Senator Egan moved to table the resolution to the Professional Policies Committee for consideration of splitting the resolution into two parts. Motion died for lack of second. Resolution passed.

**Adjournment:** 5:24 pm.



**Faculty Senate Minutes**  
**September 3, 1998**

**Call to order:** 4:13 pm; Riggle Room; ADUC.

**Senators Absent:** Carolyn Cogswell, Thomas Creahan, Todd McClain, Brenda Malinauskas, and Betty Wilson.

**VICE-PRESIDENT'S REPORT:**

Vice President Moore discussed the following: The Council of Post Secondary Education is considering three proposals, which will all probably be recommended for approval. They are the BS in Radiologic Technology; Masters of Education Administration; and the Trust Fund Proposal for a Center of Excellence in Regional Analysis and Public Policy.

The Vice President answered a number of queries, including the suggestion that since WMKY has been moved from Academic Affairs to Development, that the journalistic integrity of the news programs may now be questionable.

The Vice President also reported that he will not be able to fund travel from his office, and that some departments might want to be more discriminating in how they used travel dollars. He stated that we have more travel funding for faculty development than most other institutions he is aware of.

**COMMITTEE REPORTS:**

**Fiscal Affairs:** An organizational meeting had been held and officers elected.

**Academic Policies:** The committee is revising the Academic Dishonesty Policy.

**Evaluation:** Committee met and is determining tasks for the upcoming year.

**Communications:** Committee goals and objectives were discussed. The Senate correspondence will be most electronic in the future.

**Professional Policies:** Committee will be looking at how Fixed Term Faculty are compensated, and post tenure review.

**Governance:** Committee nominations were presented and passed.

**Adjournment:** 5:12 pm.



**Faculty Senate Minutes**  
**September 3, 1998**

**Call to order:** 4:13 pm; Riggle Room; ADUC.

**Senators Absent:** Carolyn Cogswell, Thomas Creahan, Todd McClain, Brenda Malinauskas, and Betty Wilson.

**VICE-PRESIDENT'S REPORT:**

Vice President Moore discussed the following: Council of Post Secondary Education is considering three proposals, which will probably be recommended. They are BS in Radio Technology; Masters of Education Administration; and Trust Fund Proposal Int. Regional.

**COMMITTEE REPORTS:**

**Fiscal Affairs:** An organizational meeting had been held and officers elected.

**Academic Policies:** Committee will be looking at the Academic Dishonesty Policy.

**Evaluation:** Committee met and are determining task for the upcoming year.

**Communications:** A handout of committee task was provided.

**Professional Policies:** Committee will be looking at Fixed Term policies; and post tenure review.

**Governance:** Committee nominations were presented and passed.

**Adjournment:** 5:12 pm.

**FACULTY SENATE MINUTES**  
**SEPTEMBER 17, 1998**

**CALL TO ORDER:** 4:15 pm; Riggle Room; ADUC.

**MINUTES:** Minutes of August 20, and September 3, 1998, were approved.

**SENATORS ABSENT:** Don Applegate, Stacy Baker, Bob Grueninger, Edie Hall, Tom Klein, Brenda Malinauskas, Cathy Thomas, Allen Risk, Brent Rogers and Deborah Tesch.

**CHAIR'S REPORT:**

Chair Reeder discussed the following:

1. Committee nominations have been approved
2. Provided handouts regarding the Institute for Regional Analysis and Public Policy
3. Board of Regents subcommittees are to meet tomorrow from 9:00 am - noon; the full Board will meet at 1:00 pm
4. IDEA forms have significant changes. The Evaluation Committee is looking at those changes.
5. The pre-requisite lock out for fall may be going through
6. ACT comp exam

**VICE-PRESIDENT'S REPORT:**

The vice-president discussed the following:

1. IDEA form changes
2. Commission of Post Secondary Education
3. Commonwealth Virtual University

**COMMITTEE REPORTS:**

**Academic Policies:** No report

**Communications:** Senate web page is getting a new look.

**Evaluation:** No report

**Fiscal Affairs:** No report

**Governance:** No report

**Professional Policies:**

Resolution concerning fixed-termed faculty & flexibility was presented for a first reading.

**ADJOURNMENT:** 5:23 pm

**FACULTY SENATE MINUTES**  
**SEPTEMBER 17, 1998**

**CALL TO ORDER:** 4:15 pm; Riggle Room; ADUC.

**MINUTES:** Minutes of August 20, and September 3, 1998, were approved.

**SENATORS ABSENT:** Don Applegate, Stacy Baker, Bob Grueninger, Edie Hall, Tom Klein, Brenda Malinauskas, Cathy Thomas, Allen Risk, Brent Rogers and Deborah Tesch.

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**VICE-PRESIDENT'S REPORT:**

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1. IDEA form changes
2. Commission of Post Secondary Education
3. Commonwealth Virtual University

**COMMITTEE REPORTS:**

**Academic Policies:** No report

**Communications:** Senate web page is getting a new look.

**Evaluation:** No report

**Fiscal Affairs:** No report

**Governance:** No report

**Professional Policies:**

Resolution concerning fixed-termed faculty & flexibility was presented for a first reading.

**ADJOURNMENT:** 5:23 pm

**FACULTY SENATE MINUTES**  
**OCTOBER 1, 1998**

**CALL TO ORDER:** 4:14 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Christi Bruening, Robert Grueninger, Dennis Karwatka, Carol Nutter, Cathy Thomas, Brian Reeder, Brent Rogers, Deborah Tesch, Craig Tuerk, and Betty Wilson.

**CHAIR'S REPORT:**

A handout comparing Kentucky Regional Universities was provided and the data explained and discussed.

**VICE-PRESIDENT'S REPORT:**

Vice-president Moore discussed the following: 1) retention and graduation rates; 2) an ad hoc committee on Faculty Compensation and Departmental Supply Issues has been formed; 3) a budget workshop for the deans has been scheduled; and 4) the Masters of Education has been confirmed by the Commission of Post Secondary Education.

**COMMITTEE REPORTS:**

**Academic Policies:** no report

**Communications:** The committee is working on guidelines for communicating. They will be posting all second readings on the Senate web page.

**Evaluation:** The committee is looking at and reviewing new evaluation forms.

**Fiscal Affairs:** The committee will be meeting with Angela Martin, Director of Budgets Management. Open enrollment for insurance will be in November.

**Governance:** The Faculty Regent election will be October 7th from 9:00 am - 4:00 pm in the Eagle Meeting Room at ADUC. Faculty elected to the Faculty Rights and Responsibilities Committee are: Cathy Thomas, HUM; and Robert Grueninger, EBS.

**Professional Policies:** Resolution concerning Fixed-Term Faculty and Pay Flexibility was presented for a second reading. Motion passed.

**ADJOURNMENT:** 5:00 pm

**FACULTY SENATE MINUTES  
OCTOBER 1, 1998**

**CALL TO ORDER:** 4:14 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Christi Bruening, Robert Grueninger, Carol Nutter, Cathy Thomas, Brent Rogers, Deborah Tesch, Craig Tuerk, and Betty Wilson.

**CHAIR'S REPORT:**

A handout comparing Kentucky Regional University academic quality was provided and the data explained and discussed. Morehead State has the highest student:faculty ratio in the Commonwealth, and is average or below average on other indicators of academic quality. We have the lowest percentage of faculty with terminal degrees (64%, more than a standard deviation below the mean), and the lowest percentage of alumni giving (8%). Despite extraordinary funding, faculty time, and student time devoted to recruitment and retention for 1997-98 returning and grad is the highest in the state next to UK and our freshman retention and 6-y graduation rate are average according to USA Brochure. The number of full professors has dropped from a high of 89 in 1994-95 to 66 last academic year. The number of full-time faculty have decreased from a high of 341 in 1994-95 to 317 last academic year. Despite these losses, faculty have nearly doubled the amount of money they have brought into the University through grants and contracts over the past 7 years--from 5.3 million dollars in 1991-92 to an estimated 9.0 million.

**VICE-PRESIDENT'S REPORT:**

Vice-president Moore discussed the following:

1) retention and graduation rates; 2) an ad hoc committee on Faculty Compensation and Departmental Supply Issues has been formed; 3) a budget workshop for the deans is in the process of being scheduled; and 4) the Masters of Education has been confirmed by the Board of Regents.

The vice-president also clarified that IDEA evaluations are not required by administrative policy. Faculty only have to use IDEA if required by their departmental Faculty Evaluation Plan.

**COMMITTEE REPORTS:**

**Academic Policies:** no report

**Communications:** The committee is working on guidelines for communicating. They will be posting all second readings on the Senate web page.

**Evaluation:** The committee is looking at and reviewing new evaluation forms.

**Fiscal Affairs:** The committee will be meeting with Angela Martin, Director of Budgets Management. Open enrollment for insurance will be in November.

**Governance:** The Faculty Regent election will be October 7th from 9:00 am - 4:00 pm in the Eagle Meeting Room at ADUC. Faculty elected to the Faculty Rights and Responsibilities Committee are: Cathy Thomas, HUM; and Robert Grueninger, EBS.

**Professional Policies:** Resolution concerning Fixed-Term Faculty and Pay Flexibility was presented for a second reading. Motion passed.

**ADJOURNMENT:** 5:00 pm

**FACULTY SENATE MINUTES  
OCTOBER 15, 1998**

**CALL TO ORDER:** 4:12 pm; Riggle Room; ADUC.

**APPROVAL OF MINUTES:** Minutes of September 17, and October 1, 1998, were approved with corrections.

**SENATORS ABSENT:** James Bogart, Mattie Burton, Susan Eacker, Donna Everett, William Grise', Tom Klein, Charles MacKay, Cathy Thomas, and Stacy Vollmers.

**CHAIR'S REPORT:**

Chair Reeder noted that the new IDEA changes were posted on the Faculty Senate Webpage.

**VICE PRESIDENTS REPORT (REPORT FROM AL BALDWIN):**

Mr. Baldwin reviewed the NCAA Self study. Full report is available in library.

He also prepared a handout comparing MSU graduation rates with other Kentucky Universities.

**COMMITTEE REPORTS:**

**Governance:** Ballot for Graduate Faculty election from the College of Business was presented and passed.

**Academic Policies:** No report. The calendar for Fall was discussed.

**Fiscal Affairs:** Chair reported that committee had met with Angela Martin and had discussed budget increases. Included were 2.8% operating budget increase and 4.4% increase in undergraduate state tuition. A report on Health Insurance rates was also given.

**Evaluation:** No report. There was a lengthy discussion regarding the use of IDEA forms.

**ADJOURNMENT:** 5:47 pm

**FACULTY SENATE MINUTES  
OCTOBER 15, 1998**

**CALL TO ORDER:** 4:12 pm; Riggle Room; ADUC.

**APPROVAL OF MINUTES:** Minutes of September 17, and October 1, 1998, were approved with corrections.

**SENATORS ABSENT:** James Bogart, Mattie Burton, Susan Eacker, Donna Everett, William Grise', Tom Klein, Charles MacKay, Cathy Thomas, and Stacy Vollmers.

**CHAIR'S REPORT:**

Chair Reeder noted that the new IDEA changes were posted on the Faculty Senate Webpage.

**VICE PRESIDENTS REPORT (REPORT FROM AL BALDWIN):**

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**COMMITTEE REPORTS:**

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OCTOBER 15, 1998**

**CALL TO ORDER:** 4:12 pm; Riggle Room; ADUC.

**MINUTES:** Minutes of September 17, and October 1, 1998, were approved with corrections.

**SENATORS ABSENT:** James Bogart, Mattie Burton, Susan Eacker, Donna Everett, William Grise', Tom Klein, Charles MacKay, Cathy Thomas, and Stacy Vollmers.

**CHAIR'S REPORT:**

Chair Reeder discussed the following:

1. New IDEA Forms were posted on the Senate Webpage.
2. Workshops for the Ad hoc committee on salary were being planned.

**REPORT FROM AL BALDWIN:**

The following was discussed:

**NCAA**

1. Self study. Full report at reserve desk in library.
2. Operating principles criteria used to measure university compliance.
3. Recommendations.

**Accountability**

1. A handout comparing MSU graduation rates with other Kentucky Universities.

**COMMITTEE REPORTS:**

**Governance:** Nomination ballots for Graduate Faculty election from the College of Business was presented and passed.

**Academic Policies:** No report. Discussion regarding the calendar for Fall was discussed

**Fiscal Affairs:** Chair reported that committee had met with Angela Martin and had discussed budget increases. Included were 2.8% operating budget increase and 4.4% increase in undergraduate state tuition. A report on Health Insurance rates was also given.

**Evaluation:** No report. A lengthy discussion regarding IDEA forms was conducted.

**ADJOURNMENT:** 5:47 pm

## **FACULTY SENATE MINUTES**

**November 5, 1998**

**CALL TO ORDER:** 4:16 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Christi Bruening, Mattie Burton, Marcia Cooper, Buford Crager, Rita Egan, Bob Grueninger, Edie Hall, Dennis Karwatka, Lesia Lennex, Brenda Malinauskas, and Susanne Rolland.

### **VICE PRESIDENTS REPORT (Dr. Connick, Commonwealth Virtual University)**

Dr. George Connick, CPE, presented and explained a handout summarizing the Commonwealth Virtual University.

### **CHAIR'S REPORT:**

Chair Reeder discussed the COSFL meeting and possible options for the use of excess funds from Health Insurance. Each faculty and staff member will receive a \$291.00 "rebate" either as salary, or in a Flexible Spending account for health care. All faculty and staff will get free use of the Wellness Center and get a free wellness assessment and prescription.

### **REGENT'S REPORT:**

Regent Mitchelson brought the Senate up-to-date on the status of the Salary Committee. The committee will be allowed to look for funds outside of Academic Affairs.

### **COMMITTEE REPORTS:**

#### **Governance**

Committee presented revision for the Institutional Review Board for Protections of Human Subjects in Research for a first reading.

The following committee nominations were passed: Honors Committee - Jack Henson, BUS; Intercollegiate Athletic Committee - Larry Cowart, BUS; and Library Committee - Clara Keyes LIB.

It was announced that James Bogert won the Graduate Committee election for the College of Business.

#### **Professional Policies**

Committee informed body of the new Technology Policy and suggested everyone review the document and send suggestions to the committee.

#### **Fiscal Affairs**

Resolution regarding phase-III of the Bell Tower was presented for a first reading. A report from the Employee Benefits Committee consisted of informing the body that Bone Density Testing was now covered under MSU's policy.

#### **Academic Policies**

Revised Academic Honesty Policy for MSU was presented for a first reading.

**ADJOURNMENT:** 5:30 pm



## **FACULTY SENATE MINUTES**

**November 5, 1998**

**CALL TO ORDER:** 4:16 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Christi Bruening, Mattie Burton, Marcia Cooper, Buford Crager, Rita Egan, Bob Grueninger, Edie Hall, Dennis Karwatka, Lesia Lennex, Brenda Malinauskas, and Susanne Rolland.

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#### **Academic Policies**

Revised Academic Honesty Policy for MSU was presented for a first reading.

**ADJOURNMENT:** 5:30 pm

## **FACULTY SENATE MINUTES**

**November 19, 1998**

**Senators absent:** Thomas Creahan, Rita Egan, Scott Erdo, Lloyd Jaisingh, Deborah Plum (Thomas), Betty Wilson.

**Call to order:** Meeting was called to order by Faculty Senate Chair, Brian Reeder, at 4:15 p.m.

**Minutes:** Minutes of the November 5, 1998, meeting were approved.

**Chair's Report:** Chair Reeder deferred his report to the Faculty Regent.

### **Faculty Regent's Report:**

Regent Mitchelson reported on his first Board of Regents Meeting, as follows:

1. Academic Affairs: Overall enrollment is up by 0.7%; credit hours are down 0.8%. May see some added advising and/or improved advising.
2. Distance Learning SACS Review: Positive in view of attempt to provide access to students. Encouraged MSU to put more planning into the effort.
3. Program of Distinction: Number of points need to be addressed, specifically Political Science needs to be in program.
4. Wellness Program: \$291 per person will be distributed across the board; the choice is whether to put the amount back into the health care pool or receive a lump sum cash payment. Discussion was generated about the \$50,000 taken from the excess that will pay for memberships in the Wellness Center and flu shots. Wellness Center memberships are worth \$180 per year; free membership and access is being provided regardless of whether the membership is used. Carol Nutter, chair of the Fiscal Committee, made the points that the administration knew there would be complaints about this issue, but it has been proven that using wellness programs do reduce insurance/health costs. An additional note: The swimming pool hours and water temperature also have been improved.
5. Student Life: Sprinkler installation in dormitories may have an effect on student housing fees. The SGA President made a plea from the SGA to minimize costs of sprinkler fees on students.

### **Vice President's Report:**

Vice-President Moore reported on the following:

1. CPE: The BS in Rad Tech was approved to go into effect in fall 1999; the M.Ed. in Administration was approved and will go into effect in January 1999.
2. Dr. George Connick and the CVU: Five faculty members from MSU participated in a symposium at UK—with standing room only attendance.
3. Vice President Moore reported on the positive report from SACS—and referred to the Faculty Regent's comments.
4. NCATE: The College of Education and Behavioral Sciences received a positive report from the NCATE Reaccreditation Review; some secondary programs were mentioned for possible citation, but were not cited. The Board of Review from NCATE provided administrative suggestions.
5. Carnegie Campus Program Focusing on teaching: 35 faculty and administrators attended the first meeting of this group which will focus on enhancing the role of teaching in the entire campus process and enhancing the learning of the student. Moore reported that this program could have impact down the road related to teaching in the PBSI and promotion process. Also may impact collaboration with other institutions and grant funding.

1. Second reading for the IRB resolution. Discussion ensued around the need for no term limits; Senator Haller reported on the complexity of the federal regulations needed to participate effectively on this committee. Also, Carole Morella had requested this change because of the time involved for members to "get up to speed" in learning the regulations. After the question was called, the resolution passed.
2. First reading: Professional Development Committee restructure. Senator Haller called attention to the underlined changes which limit the number, term limit, and role of the student members; two tenured faculty members from each college; how the Distinguished Teacher shall be selected; the generation of a list of professional development activities for faculty members; and the number of members that constitute a quorum on the committee. Email any changes to Senator Haller.

**Evaluation:**

First reading: Resolution to use the IDEA form for instructors' to improve their own teaching rather than as a tool for institutional evaluation of instructional quality.

**Professional Policies:**

First reading: PG-55: Technology Security. Copies of the proposed Technology Security policy were provided by Beth Patrick from IT. The committee recommends the policy as presented, since Beth Patrick and Gary Vanmeter attended a meeting of the committee and appeared to be open to suggestions for improving the document. Senators were encouraged to invite colleagues to view the policy on the IT website. Beth Patrick will be present at the December 3, 1998, Senate Meeting to answer questions. Come with suggested recommendations.

**Fiscal Affairs:**

Second reading: Bell Tower Plaza. After a short discussion, the question was called and the resolution passed.

Senate Rolland read a letter to President Eaglin that is being circulated, along with a petition, concerning the landscaping around the Bell Tower and whether it is in violation of the Olmsted plan which resulted in the designation of the National Historic District. Senators were encouraged to obtain a copy of both the letter and the petition to share with colleagues.

**Academic Policies:**

Second reading: Academic Honesty Policy. Two friendly amendments were made to the original policy, as follows:

- A. Delete the second paragraph that originally read: "Faculty members are expected to remind students of this code. Faculty members are also expected to include in their course syllabi specific procedures for dealing with acts of dishonesty, and specific penalties for these acts." The amendment was accepted by the committee members.
- B. Under #2 in the disciplinary actions: The last sentence: "If a sanction is imposed on the student, then the faculty member is expected to:" was moved to the beginning of #3 to bring the numbered items in parallel format. The committee members accepted the amendment.
- C. After discussion the resolution was passed.

**New business:** Chair Brian Reeder congratulated Senator Gris 's department on its recent accreditation.

**Adjournment:** 5:19 p.m.

## **FACULTY SENATE MINUTES**

**November 19, 1998**

**Senators absent:** Thomas Creahan, Rita Egan, Scott Erdo, Lloyd Jaisingh, Deborah Plum (Thomas), Betty Wilson.

**Call to order:** Meeting was called to order by Faculty Senate Chair, Brian Reeder, at 4:15 p.m.

**Minutes:** Minutes of the November 5, 1998, meeting were approved.

**Chair's Report:** Chair Reeder deferred his report to the Faculty Regent.

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Regent Mitchelson reported on his first Board of Regents Meeting, as follows:

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**Evaluation:**

First reading: Resolution to use the IDEA form for instructors' to improve their own teaching rather than as a tool for institutional evaluation of instructional quality.

**Professional Policies:**

First reading: PG-55: Technology Security. Copies of the proposed Technology Security policy were provided by Beth Patrick from IT. The committee recommends the policy as presented, since Beth Patrick and Gary Vanmeter attended a meeting of the committee and appeared to be open to suggestions for improving the document. Senators were encouraged to invite colleagues to view the policy on the IT website. Beth Patrick will be present at the December 3, 1998, Senate Meeting to answer questions. Come with suggested recommendations.

**Fiscal Affairs:**

Second reading: Bell Tower Plaza. After a short discussion, the question was called and the resolution passed.

Senate Rolland read a letter to President Eaglin that is being circulated, along with a petition, concerning the landscaping around the Bell Tower and whether it is in violation of the Olmsted plan which resulted in the designation of the National Historic District. Senators were encouraged to obtain a copy of both the letter and the petition to share with colleagues.

**Academic Policies:**

Second reading: Academic Honesty Policy. Two friendly amendments were made to the original policy, as follows:

- A. Delete the second paragraph that originally read: "Faculty members are expected to remind students of this code. Faculty members are also expected to include in their course syllabi specific procedures for dealing with acts of dishonesty, and specific penalties for these acts." The amendment was accepted by the committee members.
- B. Under #2 in the disciplinary actions: The last sentence: "If a sanction is imposed on the student, then the faculty member is expected to:" was moved to the beginning of #3 to bring the numbered items in parallel format. The committee members accepted the amendment.
- C. After discussion the resolution was passed.

New business: Chair Brian Reeder congratulated Senator Grisé's department on its recent accreditation.

Adjournment: 5:19 p.m.

**FACULTY SENATE MINUTES  
DECEMBER 3, 1998**

**CALL TO ORDER:** 4:15 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Don Applegate, Joy Gritton, Lynn Haller, James Knoll, Ron Mitchelson, Allen Risk, Deborah Tesch, Stacy Vollmers, and Betty Wilson.

**MINUTES:** Minutes of November 19, 1998 were approved.

**CHAIR'S REPORT:**

Chair Reeder reported the following:

1. There will be no Senate meeting on December 17, 1998.
2. Chair reported on graduation rates of athletics.
3. Senate actions returned from the President:
  - A. 5.7 - Committee assignments -- approved
  - B. 6.7 - IRB Committee changes - approved
  - C. 7.7 - Bell Tower/Plaza Project Resolution - approved with stipulations
  - D. 8.7 - Academic Honesty Policy - approved

**VICE-PRESIDENT'S REPORT:**

Beth Patrick, Assistant Vice-President of Information Technology, presented a program and gave a status report regarding the year 2000.

Vice-President Moore reported the following:

1. Teacher Education Council meeting with the President. Trying to address the K-12 education in Kentucky.
2. IDEA.
3. Remind faculty that the final exam schedule should be followed.
4. Fall schedule has been received. It is a duplication of last years.
5. There will be 3 summer school sessions. May 17-June 11 for undergraduate; June 14-July 9 for both graduate and undergraduate; and July 12-30 for graduate students.

**COMMITTEE REPORTS:**

**Governance**

The Professional Development Committee revisions was tabled by the committee. The following committee nominations were approved: Debbie Grubb, Academic Program Undergraduate Curriculum.

**Evaluation**

The IDEA resolution was presented for a second reading. Passed unanimously.

**Professional Policies**

PG-55: Technology Security was presented for a second reading. Passed.

**ADJOURNMENT:** 4:58 pm

**FACULTY SENATE MINUTES  
DECEMBER 3, 1998**

**CALL TO ORDER:** 4:15 pm; Riggle Room; ADUC.

**SENATORS ABSENT:** Don Applegate, Joy Gritton, Lynn Haller, James Knoll, Ron Mitchelson, Allen Risk, Deborah Tesch, Stacy Vollmers, and Betty Wilson.

**MINUTES:** Minutes of November 19, 1998 were approved.

**CHAIR'S REPORT:**

Chair Reeder reported the following:

1. There will be no Senate meeting on December 17, 1998.
2. Chair reported on graduation rates of athletics.
3. Senate actions returned from the President:
  - A. 5.7 - Committee assignments -- approved
  - B. 6.7 - IRB Committee changes - approved
  - C. 7.7 - Bell Tower/Plaza Project Resolution - approved with stipulations
  - D. 8.7 - Academic Honesty Policy - approved

**VICE-PRESIDENT'S REPORT:**

Beth Patrick, Assistant Vice-President of Information Technology, presented a program and gave a status report regarding the year 2000.

Vice-President Moore reported the following:

1. Teacher Education Council meeting with the President. Trying to address the K-12 education in Kentucky.
2. IDEA.
3. Remind faculty that the final exam schedule should be followed.
4. Fall schedule has been received. It is a duplication of last years.
5. There will be 3 summer school sessions. May 17-June 11 for undergraduate; June 14-July 9 for both graduate and undergraduate; and July 12-30 for graduate students.

**COMMITTEE REPORTS:**

**Governance**

The Professional Development Committee revisions was tabled by the committee. The following committee nominations were approved: Debbie Grubb, Academic Program Undergraduate Curriculum.

**Evaluation**

The IDEA resolution was presented for a second reading. Passed unanimously.

**Professional Policies**

PG-55: Technology Security was presented for a second reading. Passed.

**ADJOURNMENT:** 4:58 pm

JANUARY 22, 1998

4:15

Brushed to smooth PA

Actions Pres ✓ du Feb 19 / Res 1<sup>st</sup> ✓ L EC

V. FACULTY REGENT'S REPORT 5:10+ No Report

COMMITTEE REPORTS  
A. ACADEMIC POLICIES - No Report

B. COMMUNICATIONS - Working a 26 connection

C. EVALUATION *NO Report*

1. BUDGET TASK FORCE - ALUMNI RELATIONS RECOMMENDATIONS - 2ND READING

PASS Unanimously

No Report

1. PAC-2: PROMOTION REVIEW - 1ST READING

Looking Post Tenure Review Policy

## VII. ADJOURNMENT

5407

24.



# FACULTY SENATE ATTENDANCE SHEET

MEETING \_\_\_\_ DATE 1-22-98

NAME	SIGNATURE	NAME	SIGNATURE
ADAMS, MIKE	<i>Mike Adams</i>		
APPLEGATE, DON	<i>Don Applegate</i>	JAISINGH, LLOYD	<i>Lloyd Jaisingh</i>
AUGSBACH, LYNN	<i>Lynn Augsburg</i>	KNOLL, JAMES	<i>Jim Knoll</i>
BAKER, STACY	<i>Stacy Baker</i>	LENNEX, LESIA	<i>Lesia Lennex</i>
BALDWIN, YVONNE	<i>Yvonne Baldwin</i>	LORENTZ, ROBERT	
BIEL, MICHAEL	<i>Michael Biel</i>	MALINAUSKAS, BRENDA	<i>Brenda Malinauskas</i>
BORAM, ROBERT	<i>Robert Boram</i>	MATTINGLY, BRUCE	<i>Bruce Mattingly</i>
BRESCHER, EDWARD	<i>Edward Brescher</i>	NUTTER, CAROL	<i>Carol Nutter</i>
BROWN, LARADEAN	<i>Laradean Brown</i>	OAKES, PHYLLIS	<i>Phyllis Oakes</i>
BRUENING, CHRISTI	<i>Christi Bruening</i>	PATRICK, CHARLES	<i>Charles Patrick</i>
BUCK, ROLAND	<i>Roland Buck</i>	PLUM, DEBORAH	<i>Deborah Plum</i>
COOPER, MARCIA	<i>Marcia Cooper</i>	REEDER, BRIAN	
CREAHAN, TOM	<i>Tom Creahan</i>	REID, STEVE	<i>Steve Reid</i>
CURTIS, ANDREW	<i>Andrew Curtis</i>	ROLLAND, SUSANNE	<i>Susanne Rolland</i>
DAVISON, SCOTT	<i>Scott Davison</i>	ROGERS, BRENT	<i>Brent Rogers</i>
<del>DIAMANTES, TOM</del>		SETH, DAN	<i>Dan SETH</i>
ELLINGTON, JANE	<i>Jane C. Ellington</i>	SHIRES, SHELBY	<i>Shelby Shires</i>
ERDO, SCOTT	<i>Scott Erdo</i>		
EVERETTE, DONNA	<i>Donna Everett</i>	TESCH, DEBORAH	<i>Deborah Tesch</i>
FITZGERALD, LYNNE	<i>Lynne Fitzgerald</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GOLDING, DEENO	<i>Deeno Golding</i>	TUERK, CRAIG	<i>Craig Tuerk</i>
GRISE, WILLIAM	<i>William R. Grise</i>	VOLLMERS, STACY	<i>Stacy Vollmers</i>
HULLER, ISHAPPA		WILSON, BETTY	

1/21/98

*Edie Hall Edie Hall*



## FACULTY SENATE ATTENDANCE SHEET

MEETING \_\_\_\_ DATE 2/5/98

NAME	SIGNATURE	NAME	SIGNATURE
ADAMS, MIKE -	<i>Mike Adams</i>	Hall, Edie -	<i>Edie Hall</i>
APPLEGATE, DON -		JAISINGH, LLOYD -	<i>Lloyd R. Jaisingh</i>
AUGSBACH, LYNN -	<i>Lynn Augsburg</i>	KNOLL, JAMES -	<i>James Knoll</i>
BAKER, STACY -		LENNEX, LESIA -	<i>Lesia Lennex</i>
BALDWIN, YVONNE -	<i>Yvonne Baldwin</i>	LORENTZ, ROBERT -	
BIEL, MICHAEL -		MALINAUSKAS, BRENDA -	<i>Brenda Malinauskas</i>
BORAM, ROBERT -	<i>Robert Boram</i>	MATTINGLY, BRUCE -	
BRESCHER, EDWARD -	<i>Ed. Brescher</i>	MORRISON, RONALD -	<i>Ronald Morrison</i>
BROWN, LARADEAN -	<i>Laradean Brown</i>	NUTTER, CAROL -	
BRUENING, CHRISTI -		OAKES, PHYLLIS -	<i>P. Oakes</i>
BUCK, ROLAND -	<i>Roland Buck</i>	PATRICK, CHARLES -	<i>Charles Patrick</i>
COOPER, MARCIA -	<i>Marcia Cooper</i>	PLUM, DEBORAH -	<i>Deborah Plum</i>
CREAHAN, TOM -		REEDER, BRIAN -	<i>Brian Reeder</i>
CURTIS, ANDREW -	<i>Andrew Curtis</i>	REID, STEVE -	<i>Steve Reid</i>
DAVISON, SCOTT -	<i>Scott Davison</i>	ROLLAND, SUSANNE -	<i>Susanne Rolland</i>
<del>DIAMANTES, TOM</del>		ROGERS, BRENT -	<i>Brent Rogers</i>
ELLINGTON, JANE -		SETH, DAN -	<i>Dan SETH</i>
ERDO, SCOTT -		SHIRES, SHELBY -	
EVERETT, DONNA -		TESCH, DEBORAH -	
FITZGERALD, LYNNE -	<i>Lynne Fitzgerald</i>	TOWELL, GORDON -	
GOLDING, DEENO -		TUERK, CRAIG -	<i>Craig Tuerk</i>
GRISE, WILLIAM -		VOLLMERS, STACY -	<i>S. Vollmers</i>
<del>HULLER, ISHAPPA</del>		WILSON, BETTY -	<i>Betty Wilson</i>

*Clayton  
Dr. Moore*

NO. 19.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

- I. MOTION: Committee nominations: Academic Standards and Appeals - Roma Prindle; Research & Creative Production - Robert Grueninger

Attachments:

Date Passed By the Senate 2/5/98

2/10/98

Date

  
Signature of Faculty Senate Chair

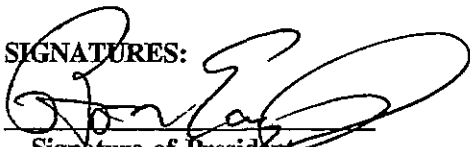
II. ACTION:

VP COMMENTS: *I concur with the nominations.*

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

  
Signature of President

2/12/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

NO. 20.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

Chair,  
Fac. Senate  
cl UP-AA

I. MOTION: Budget Priority Resolution

Attachments: 1

Date Passed By the Senate 2/5/98

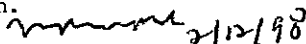
2/10/98

Date

  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: I concur with the "goals & objectives" in the resolution because (1) they are consistent with those of the President and administration and (2) I am in the process of developing a "systematic plan" to said ends. However, I do not concur with several of the "whereas" statements upon which the resolution is based because they are irrelevant, inappropriate or both.

  
2/12/98

President

A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.

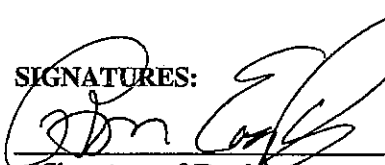
B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.

C. ☒ I concur with the motion of the Senate, with the attached stipulations.\*

D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

Will form a committee  
with help of senate  
to develop plan  
of action

III. SIGNATURES:

  
Signature of President

3/3/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

Chair  
Fac. Senate  
c/ VP-AA

NO. 21.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

- I. **MOTION:** Committee nominations--Service Committee: Tom Kmetz, Librarian; Research & Creative Productions Committee: Grover Kearns, Business

Attachments:

Date Passed By the Senate 2/19/98

2-25-98  
Date

Mike Adams  
Signature of Faculty Senate Chair

II. **ACTION:**

VP COMMENTS: *I support nominations*  
*implemented*  
*2/26/98*

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. **SIGNATURES.**

Don Eagle  
Signature of President

3-2-98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

FACULTY SENATE AGENDA - FEBRUARY 19, 1998

1. CALL TO ORDER \$12+
2. APPROVAL OF MINUTES PASS
3. PRESIDENT EAGLIN'S REPORT

over at 5:46

None

P. Dakes \$4,477

4. CHAIR'S REPORT

Hearing Frank Philpot Post Tenure Review  
Bill pulled of the agenda

5. FACULTY REGENT'S REPORT

VP = off campus 1070 1170 FTE produce 1 \$1000 lost 6 yr

Bd - 6 v 90 110 Full  
2nd quarter report Pro/Tenure

6. COMMITTEE REPORTS

- A. PROFESSIONAL POLICIES

1. PAC-2 - 2ND READING

new copy rep  
post ten review

- B. ACADEMIC POLICIES Lynn Presided

1. TEXTBOOK RESOLUTION - 1ST READING

ERIN HALL > BA

- C. 3 COMMUNICATIONS

NR

- D. 4 EVALUATION

Turn in survey

- E. FISCAL AFFAIRS

green info  
looking resol in 15 \$  
insurance X 240 excess

- F. GOVERNANCE

1. COMMITTEE NOMINATIONS -

8. ADJOURNMENT

5:57

dean counsel Ranva met over  
progress 6 > 2  
prog reg. 22 access 1 rather  
office?



# FACULTY SENATE ATTENDANCE SHEET

MEETING \_\_\_\_ DATE 2/19/98

NAME	SIGNATURE	NAME	SIGNATURE
ADAMS, MIKE	<i>[Signature]</i>		
APPLEGATE, DON	<i>[Signature]</i>	JAISINGH, LLOYD	<i>[Signature]</i>
AUGSBACH, LYNN	<i>[Signature]</i>	KNOLL, JAMES	<i>[Signature]</i>
BAKER, STACY	<i>[Signature]</i>	LENNEX, LESIA	<i>[Signature]</i>
BALDWIN, YVONNE	<i>[Signature]</i>	LORENTZ, ROBERT	
BIEL, MICHAEL	<i>[Signature]</i>	MALINAUSKAS, BRENDA	
BORAM, ROBERT	<i>[Signature]</i>	MATTINGLY, BRUCE	<i>[Signature]</i>
BRESCHER, EDWARD	<i>[Signature]</i>	MORRISON, RONALD	<i>[Signature]</i>
BROWN, LARADEAN		NUTTER, CAROL	<i>[Signature]</i>
BRUENING, CHRISTI	<i>[Signature]</i>	OAKES, PHYLLIS	<i>[Signature]</i>
BUCK, ROLAND	<i>[Signature]</i>	PATRICK, CHARLES	<i>[Signature]</i>
COOPER, MARCIA	<i>[Signature]</i>	PLUM, DEBORAH	<i>[Signature]</i>
CREAHAN, TOM	<i>[Signature]</i>	REEDER, BRIAN	<i>[Signature]</i>
CURTIS, ANDREW	<i>[Signature]</i>	REID, STEVE	<i>[Signature]</i>
DAVISON, SCOTT	<i>[Signature]</i>	ROLLAND, SUSANNE	<i>[Signature]</i>
		ROGERS, BRENT	<i>[Signature]</i>
ELLINGTON, JANE	<i>[Signature]</i>	SETH, DAN	<i>[Signature]</i>
ERDO, SCOTT	<i>[Signature]</i>	SHIRES, SHELBY	<i>[Signature]</i>
EVERETT, DONNA	<i>[Signature]</i>	TESCH, DEBORAH	<i>[Signature]</i>
FITZGERALD, LYNNE	<i>[Signature]</i>	TOWELL, GORDON	
GOLDING, DEENO	<i>[Signature]</i>	TUERK, CRAIG	
GRISE, WILLIAM	<i>[Signature]</i>	VOLLMERS, STACY	<i>[Signature]</i>
HALL, EDIE	<i>[Signature]</i>	WILSON, BETTY	<i>[Signature]</i>

2/17/98



## NOMINATIONS FOR FACULTY OR STAFF DISTINGUISHED SERVICE AWARD

The Service Committee requests nominations by 4 p.m., March 2, 1998, for the 1997-1998 Distinguished Service Award.

Any full-time\* MSU faculty member as defined by PG-2, page 1, statement 1 (University Personnel Manual)\*\* can be nominated.

Any full-time\*\*\* MSU staff member as defined by PG-2, pages 1 and 2, statement 2,3, and 4 (University Personnel Manual) \*\*\*\* can be nominated.

Service may include, but not limited to the following:

- Service as an official representative of the university.
- Sponsorship or advisor of University approved extracurricular activities.
- Participation on Department, College and University ad hoc and standing committees.
- Coordination of and participation in workshops, conferences, clinics, in-service and special events.
- Development of non-research proposals.
- Development of relations/partnerships with external groups (business, civic, education and government).
- Service which enhances Morehead State University and is rendered as a citizen, not as a representative of the University (e.g. Little League Coach, American Cancer Society volunteer, captain of American Heart Association Walk-A-Thon team, etc.).

Nominations may be made by any member inside or outside the university community.

**ALL NOMINATIONS/NOMINATORS SHALL REMAIN ANONYMOUS.** A nomination should include: the name and address of the nominee, along with a brief one-page letter explaining how the nominee meets the criteria. Nominations should be submitted to: Chairperson, Service Committee, Morehead State University, UPO Box 2461, Morehead, KY 40351-1689.

Each Recipient of the Distinguished Service Award will receive a \$2500 award (gross dollars). The presentation of the award will be part of the University's spring Commencement exercise.

\* Reference: PG-3, statement 1, University Personnel Policy Manual.

\*\* Those individuals whose primary responsibility is teaching and who are qualified for the titles of Professor, Associate Professor, Assistant Professor or Instructor.

\*\*\* Reference: PG-2, statement 1, University Personnel Policy Manual

\*\*\*\* The individuals whose primary responsibility is NOT teaching.



MARCH 26, 1998  
4:10 PM - RIGGLE ROOM - ADUC

- I. CALL TO ORDER
- II. CONSIDERATION OF MINUTES OF MARCH 5, 1998
- III. CHAIR'S REPORT
- IV. VICE-PRESIDENT'S REPORT
- V. FACULTY REGENT'S REPORT
- VI. COMMITTEE REPORTS
  - A. ACADEMIC POLICIES
  - B. COMMUNICATIONS
  - C. EVALUATION
  - D. FISCAL AFFAIRS
  - E. GOVERNANCE
  - F. PROFESSIONAL POLICIES
    - 1. PAC-2: PROMOTIONAL REVIEW - 2ND READING
- VII. ADJOURNMENT

# FACULTY SENATE ATTENDANCE SHEET

MEETING \_\_\_\_

DATE 3-5-98

NAME	SIGNATURE	NAME	SIGNATURE
ADAMS, MIKE	<i>Mike Adams</i>		
APPLEGATE, DON	<i>Don Applegate</i>	JAISINGH, LLOYD	<i>Lloyd R. Jaisingh</i>
AUGSBACH, LYNN		KNOLL, JAMES	<i>James Knoll</i>
BAKER, STACY	<i>Stacy A. Baker</i>	LENNEX, LESIA	
BALDWIN, YVONNE		LORENTZ, ROBERT	
BIEL, MICHAEL	<i>Michael Biel</i>	MALINAUSKAS, BRENDA	<i>Brenda Malinauskas</i>
BORAM, ROBERT	<i>Robert Boram</i>	MATTINGLY, BRUCE	<i>B. Mattingly</i>
BRESCHER, EDWARD	<i>E. J. Brescher</i>	MORRISON, RONALD	<i>Ronald Morrison</i>
BROWN, LARADEAN	<i>Laradean Brown</i>	NUTTER, CAROL	<i>Carol Nutter</i>
BRUENING, CHRISTI	<i>Christi Bruening</i>	OAKES, PHYLLIS	
BUCK, ROLAND	<i>Roland Buck</i>	PATRICK, CHARLES	<i>Charles Patrick</i>
COOPER, MARCIA		PLUM, DEBORAH	<i>Deborah Plum</i>
CREAHAN, TOM	<i>Tom Creahan</i>	REEDER, BRIAN	<i>Brian Reeder</i>
CURTIS, ANDREW		REID, STEVE	<i>Steve Reid</i>
DAVISON, SCOTT	<i>Scott Davison</i>	ROLLAND, SUSANNE	<i>Susanne Rolland</i>
		ROGERS, BRENT	<i>Brent Rogers</i>
ELLINGTON, JANE	<i>Jane C. Ellington</i>	SETH, DAN	<i>Dan SETH</i>
ERDO, SCOTT		SHIRES, SHELBY	<i>Shelby Shires</i>
EVERETT, DONNA		TESCH, DEBORAH	<i>Deborah Tesch</i>
FITZGERALD, LYNNE	<i>Lynne Fitzgerald</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GOLDING, DEENO		TUERK, CRAIG	<i>Craig Tuerk</i>
GRISE, WILLIAM	<i>William R. Grise</i>	VOLLMERS, STACY	<i>Stacy Vollmers</i>
HALL, EDIE		WILSON, BETTY	<i>Betty Wilson</i>

2/17/98

NO. 22.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR


*C/Dr. Moore  
Fac. Senat*

I. MOTION: Resolution on Textbook Use in General Education Courses

Attachments: 1

Date Passed By the Senate 3/5/98

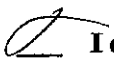
3/10/98  
Date

  
Signature of Faculty Senate Chair

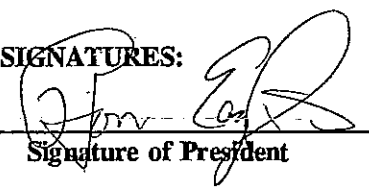
II. ACTION:

VP COMMENTS: *I concur with the resolution  
3/16/98*

President

- A.  I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. \_\_\_ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. \_\_\_ I concur with the motion of the Senate, with the attached stipulations.\*
- D. \_\_\_ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

  
Signature of President

3/24/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations



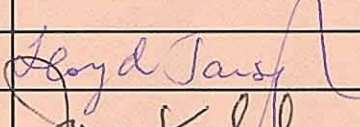
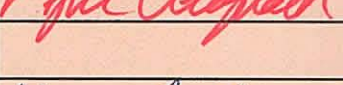
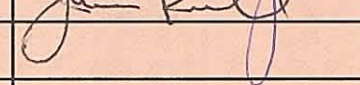
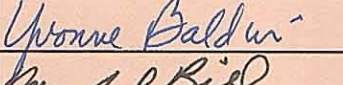
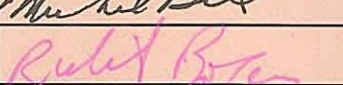
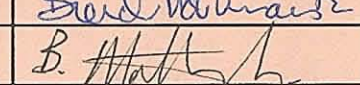

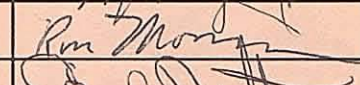
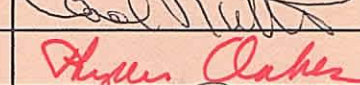

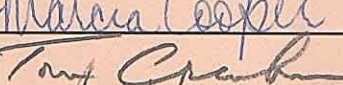
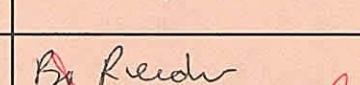
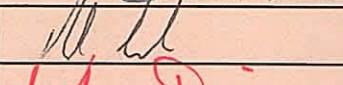
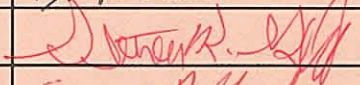


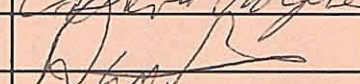

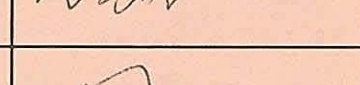
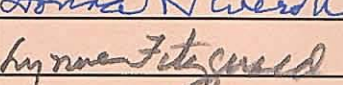
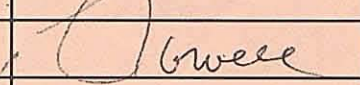
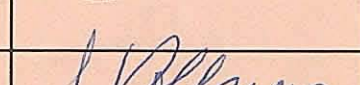
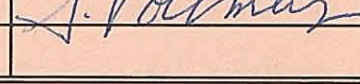
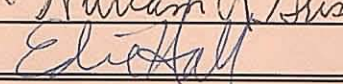






\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021



# FACULTY SENATE ATTENDANCE SHEET

MEETING \_\_\_\_\_ DATE 3/26/98

NAME	SIGNATURE	NAME	SIGNATURE
ADAMS, MIKE			
APPLEGATE, DON		JAISINGH, LLOYD	
AUGSBACH, LYNN		KNOLL, JAMES	
BAKER, STACY		LENNEX, LESIA	
BALDWIN, YVONNE		LORENTZ, ROBERT	
BIEL, MICHAEL		MALINAUSKAS, BRENDA	
BORAM, ROBERT		MATTINGLY, BRUCE	
BRESCHER, EDWARD		MORRISON, RONALD	
BROWN, LARADEAN		NUTTER, CAROL	
BRUENING, CHRISTI		OAKES, PHYLLIS	
BUCK, ROLAND		PATRICK, CHARLES	
COOPER, MARCIA		PLUM, DEBORAH	
CREAHAN, TOM		REEDER, BRIAN	
CURTIS, ANDREW		REID, STEVE	
DAVISON, SCOTT		ROLLAND, SUSANNE	
		ROGERS, BRENT	
ELLINGTON, JANE		SETH, DAN	
ERDO, SCOTT		SHIRES, SHELBY	
EVERETT, DONNA		TESCH, DEBORAH	
FITZGERALD, LYNNE		TOWELL, GORDON	
GOLDING, DEENO		TUERK, CRAIG	
GRISE, WILLIAM		VOLLMERS, STACY	
HALL, EDIE		WILSON, BETTY	

*clerk m*  
*4/16/98*

NO. 23.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: Pac-2: Promotion Review

Attachments: 1

Date Passed By the Senate 3/26/98

4/16/98  
Date

*JMR*  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: See attached comments corresponding to notations on attached Pac-2 document.

*signature*  
6/16/98

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

*Don L. Lenz*  
Signature of President

6/18/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

## **VP Comments**

**Re: Senate Document No. 23.6**

**"Pac-2: Promotion Review"**

The following comments, as numbered, refer to highlighted portions within the document with corresponding numbers.

1. The College Promotion Committee should be deleted, consistent with PAc-27. Given the absence of a College Committee within the tenure review process and the greater significance of tenure over promotion, the need for a College Promotion Committee is not clear. Moreover, requirements elsewhere within the document may make the identification of sufficient Professors difficult to attain.
2. A review of the Faculty Evaluation Plans "on an annual basis" seems excessive. Why not require only changes to a department's FEP to be reviewed? If no changes, no review should be required. Requiring an annual review will present the committee with an onerous task which could well lead to less than substantive reviews.
3. Change "particular responsibilities of the faculty member" to "Departmental Faculty Evaluation Plan" to be consistent with the previous paragraph and the role of the FEP in establishing the standards by which the faculty member is to be evaluated. Otherwise, add "as outlined in the Departmental Faculty Evaluation Plan" to the end of "particular responsibilities of the faculty member."
4. While implicit, it would be clearer to begin this sentence with "For faculty appointed at the Associate Professor rank with tenure,"
5. To minimize confusion and the need for multiple documents, the "format for the presentation of promotion material" should be outlined in Pac-2. Since the "promotion material" consists of the "Curriculum Vitae" (p.4) and "Supporting Documents" (p.6), the "format" should consist of that presented on pages 4-6 for the Curriculum Vitae and on pages 6-7 for Supporting Documents. To require a format different than that outlined in Pac-2, will only lead to confusion on the part of faculty and could lead to unnecessary challenges and appeals.
6. "Present rank" is not needed, since all applicants must be Associate Professor.
7. Item "h" appears redundant to item "4.c."
8. Selection of outside members by "invitation" has too much potential for charges of collusion or "stacking the deck." While cumbersome, I suggest something to the effect "the Department's tenured faculty will provide the Dean a list consisting of twice the number of full-time tenured professors from the same college needed to form a committee of at least five members and from which the Dean will select the outside members of the committee."
9. This paragraph is inconsistent. Since the last sentence requires all committee members to vote, the phrase in the first sentence "with at least two thirds of its membership present" should be deleted.

## **Policy: PAc-2 Promotion Review**

Approval Date: 07/01/85

Revision Date: 03/26/98

**PURPOSE:** To define the criteria, procedures, and conditions of the review of University academic personnel for granting promotion from associate professor to professor.

### **I. GENERAL PRINCIPLES**

**ACADEMIC PRINCIPLES:** Faculty members have an important responsibility in providing evaluations of peers in the promotion process. This responsibility involves the application of academic and professional judgments in a framework of shared authority among various levels of review and between faculty and academic administrators.

The promotion procedures consist of peer and administrative judgments and reviews at the department, college, and the University levels. These judgments and reviews regarding promotion must evaluate, certify and document that the performance level of an associate professor is at or above the performance level defined by departmental promotion standards. Departmental faculty may choose to develop discipline-specific standards for teaching, professional achievement, and service. At each level, the review process will reflect the competence and perspective of the reviewing body.

~~The promotion procedures consist of several levels of judgment and review: the department, the college, and the University. The initial reviews will take place at the level of the department and college and will focus on professional and scholarly judgments of the quality of the individual's academic work. Subsequent levels of University review will bring broader faculty and administrative judgment to bear and will also monitor general standards of quality, equity, and adequacy of the procedures used. At each level, the review process will reflect the competence and perspective of the reviewing body.~~

~~The assistant professor who successfully gains tenure will be automatically promoted to the next higher rank without further review. Therefore, tenure decisions must reflect satisfactory performance for promotion.~~

① The college-level reviews by the Department Promotion Committee, the Department Chair, the College Promotion Committee, and the College Dean will make judgements that focus on the quality and quantity of the professional and scholarly performance in the areas of teaching, professional achievement, and service.

Performance-based salary increase (PBSI) and promotion evaluations are separate processes, and consequently, meeting or exceeding PBSI criteria does not automatically ensure a favorable promotion decision. PBSI evaluations are based on annual performance whereas promotion evaluations are based on



cumulative performance. As the University strives to recruit and maintain an outstanding faculty, meeting the minimal expectations of performance will not be sufficient for promotion to professor. Performance Based Salary Increase merit share rankings (i.e. number of merit shares awarded) will be excluded from the documentation.

The University-level reviews by the University Promotion Committee, the Executive Vice President for Academic Affairs and Dean of Faculty (EVPAA), and the President will be guided by criteria established in the departmental Faculty Evaluation Plan. University-level reviews by the Executive Vice President for Academic Affairs and the President will bring broader faculty and administrative judgments to bear. University level reviews will also monitor general standards of quality, equity, and adequacy of the procedures used.

- ② Each chair and departmental faculty will define acceptable standards for promotion to the rank of professor in the department Faculty Evaluation Plan to evaluate faculty eligible for promotion to professor. The University Promotion Committee will review, on an annual basis, these promotion standards and recommend acceptance or ask for revision to ensure University-wide standards of quality, equity, and fairness. The college deans and University Promotion Committee will approve these promotion standards before they are implemented.

#### ~~EXPECTATIONS AND STANDARDS OF EACH UNIT.~~

~~An important part of the whole promotion process for faculty members is that all parties share common expectations and understandings. Since general statements of principles will be broad and inclusive, each academic unit may develop its own specific expectations and standards in addition to the broad, University-wide standards as the operational basis for promotion recommendations. Statements concerning these additional expectations and standards will be available and on file in the Office of the Executive Vice President for Academic Affairs and Dean of Faculty, and will be given to each faculty member.~~

~~The review process for promotion is concerned with the academic and professional merits of particular candidates, judged in reference to all alternative candidates, including prospective faculty members. Promotion standards, therefore, cannot be fixed and absolute but will reflect to some extent the varying competitive positions of the University in attracting faculty. Accordingly, evaluations will be influenced by such considerations of relative standing. Likewise, progressively more exacting scrutiny will take place as the faculty member advances in academic rank.~~

## II. GENERAL CRITERIA FOR PROMOTION



③

Promotions shall will be based on recognized performance in each of the following three areas listed below as appropriate to the particular responsibilities assigned to of the faculty member. Promotion is neither an unqualified right nor an automatic consequence of having completed a certain period of service.

~~The minimal requirements listed below are not the sole determinants in the review process:~~

**Accomplishments in each of the three areas listed below must be recognized and evaluated by the Department Promotion Committee, the Department Chair, the College Promotion Committee, the College Dean, the University Promotion Committee, the Executive Vice President for Academic Affairs and Dean of Faculty, and the President. Evaluations will be guided by promotion standards contained in the departmental FEP.**

1. **Teaching excellence:** Teaching excellence as recognized by colleagues, department chairs, and deans and as assessed by students. Other evidence may include, but not be limited to, the following: student contact activities (advisement, supervision of internships and theses); development of new courses, programs, or innovative instructional techniques; teaching awards and honors.

2. **Professional achievement:** ~~Documentation of professional achievement as related to the teaching area~~ may include, but not be limited to, the following: research, scholarly or creative achievements; ~~attendance at professional meetings;~~ leadership roles in professional organizations; participation in professional meetings, seminars and workshops; additional graduate study in the teaching field beyond the minimum required for meeting standards for promotion to professor or contract stipulations; work experience; and/or consulting.

3. **Professional Service:** ~~Service to the institution and the community is recognized, evaluated and expected of faculty desiring promotion to professor.~~ Service may include, but not be limited to, the following: active participation on University, college, department, and/or Faculty Senate ad hoc and standing committees; service as an official representative of the University; sponsorship of approved co-curricular activities; coordination of and participation in University workshops, conferences, clinics, inservice presentations, and special events; development of proposals; development of functioning relationships with professional groups in business, industry, trade, education, and government. ~~non-University service rendered as a citizen, not as a representative of Morehead State University (MSU).~~

### III. GENERAL STATEMENTS REGARDING PROMOTION

④

**TIME IN RANK:** Up to three years of equivalent professional service at other regionally accredited institutions of higher education may be applied to the time in rank requirements for promotion outlined in PAC-1. Credit for equivalent professional service will be recommended to the Executive Vice President for Academic Affairs and Dean of

Faculty by the University Promotion Committee in accordance with the criteria established for promotion.

~~PERIODIC PERFORMANCE REVIEWS: Periodic performance reviews are made of all faculty members according to established University procedures. Candidates for promotion may include these periodic performance review summaries in their promotion portfolios.~~

5 PROMOTION PORTFOLIO: The promotion portfolio must contain a curriculum vita, supporting documents and a letter of intent. The format for the presentation of promotion material will be determined by the University Promotion Committee. The letter of intent, addressed to the ~~Department Chair College Dean~~, will state the desire to be considered for promotion and ~~will~~ should contain a summary of major responsibilities and activities since the last rank assignment that merit consideration for the promotion. If a faculty member applies previous service at another institution to the time in rank requirement, the previous service must be documented with respect to teaching excellence, professional achievement, and service to that institution and community. The candidate's portfolio must document all qualifications, and it must be complete at the time of submission.

CURRICULUM VITAE: The following are guidelines for constructing the curriculum vita. Not all Alt categories will not apply to each candidate. Whenever appropriate specific titles, dates, pages, and publishers should be included. Numbers 1 and 2 must be as complete as possible, and a reasonable sample of items under numbers 3 and 4 should be presented.

- 6
1. Personal Data
    - a. Name
    - b. Present rank, administrative title (if applicable), and department
    - c. Dates of initial rank assignment and promotions at Morehead State University
    - d. Field or fields of specialization
    - e. Education completed: degrees, certifications, and/or licenses with institutions and dates awarded or granted
    - f. Teaching prior to Morehead State University or related work experience prior to Morehead State University
      - (1) Institutions
      - (2) Dates
      - (3) Responsibilities
      - (4) Rank changes and dates
    - g. Memberships in academic honor organizations
  2. Teaching--Note whenever reassigned time was given.
    - a. Teaching load each semester
      - (1) Numbers and titles of courses taught
      - (2) Credit hours/workload
    - b. Student contact activities

- (1) Number of advisees: graduate, undergraduate
  - (2) Supervisor of internships
  - (3) Direction of theses and service on theses committees
  - (4) Direction of independent studies
  - (5) Service on oral examination committees
  - (6) Other
  - c. New courses and programs developed
  - d. Innovative instructional techniques developed
  - e. Teaching awards and honors
  - f. Other evidence of effective teaching
3. Professional Achievement
- a. Scholarship
    - (1) List of published articles
    - (2) List of published books
    - (3) List of published reviews
    - (4) List of papers read at conferences
    - (5) Editorship of or service on editorial boards of professional journals
    - (6) Scholarly grants
    - (7) Sabbaticals
    - (8) ~~Pure research completed~~ **Basic and/or applied research activities**
    - (9) Fellowships awarded
    - (10) Awards for scholarship
  - b. Creative Productions--List of:
    - (1) Exhibits
    - (2) Musical compositions published
    - (3) Poems, plays, stories, novels published
    - (4) Artistic performances
    - (5) Speaking engagements
    - (6) Inventions
    - (7) Awards for creative productions
  - c. Academic and/or professional organizations
    - (1) Memberships
    - (2) Leadership roles
    - (3) **Attendance Active participation** at conferences
    - (4) Awards for **professional service**
  - d. Continuing education
    - (1) Seminars attended and form of participation
    - (2) Workshops attended and form of participation
    - (3) Graduate study beyond the required terminal degree
      - (a) Institution
      - (b) Degree being pursued and anticipated date of completion
      - (c) Credit hours completed
  - e. Relevant work experience and consulting
    - (1) Institution/agency
    - (2) Responsibilities
    - (3) Dates

f. Other evidence of professional growth

4. Service

- a. List of University, college, department, and Faculty Senate ad hoc and standing committees with level indicated in each case
- b. Sponsorship or advisor of University-approved extracurricular activities
- c. Service as official representative of the University
  - (1) Place
  - (2) Responsibility
  - (3) Date
- d. Coordination of and participation in Morehead State University workshops, conferences, clinics, inservice, and special events
  - (1) Title
  - (2) Form of participation
  - (3) Date
- e. Development of proposals to benefit the University
  - (1) Title of proposal
  - (2) Date submitted
  - (3) Accepted or rejected
- f. Development of relations with professional groups (business, industry, trade, education, and government)
- g. Honors and awards for service
- ⑦ h. Other University service as a university representative
- i. Other service

SUPPORTING DOCUMENTS: The supporting documents should be arranged in the following categories:

- 1. Documents which support personal data (for example):
  - a. Copies of official transcripts
  - b. Copies of official letters of promotion at other institutions
- 2. Documents which support teaching excellence (for example):
  - a. Copies of results of teacher ratings
  - b. Copies of descriptions of innovative instructional techniques
  - c. Copies of teaching awards and honors
- 3. Documents which support evidence of professional achievement (for example):
  - a. Copies of published articles, books, reviews
  - b. Copies of papers read at conferences
  - c. Copies of conference programs
  - d. Copies, slides, tapes of, or patents for creative productions
  - e. Evidence of roles in academic organizations
  - f. Evidence of continuing education including transcripts of graduate work
  - g. Programs identifying speaking engagements
- 4. Documents which support service (for example):

- a. Copies of proposals to benefit the University
- b. Copies of honors or awards for service

**5. The department's Faculty Evaluation Plan(s).**

~~PROMOTION~~ Department, College, and University Promotion Committees will be formed  
~~COMMITTEES~~ exclusively with tenured faculty (see exception in #8) and operate within the following structure and procedures:

**IV. GENERAL PROCEDURES FOR PROMOTION REVIEW**

1. No candidate for promotion, candidate's spouse, **immediate family (as defined by PG-22)**, department chairs, or deans will serve on promotion committees.
2. No faculty member will serve on more than one promotion committee for a given candidate.
3. The chairperson of each promotion committee will be elected by the committee from the membership.
4. ~~In academic areas where schools are the administrative unit above the department level, the peer review will be by the department, college, and University promotion committees.~~
5. **4. The University Promotion Committee shall will consist of faculty members selected by the Faculty Senate from the tenured, full-time faculty and must include one representative from each college and five additional at large faculty members, and shall include both males and females. No two representatives shall will be from the same department. Committee members shall be full professors. In the event that full professors are unavailable, associate professors may serve. Term of service shall will be three years, with one-third being replaced each year. A member may not hold successive terms. The Faculty Senate shall will appoint elect members to the committee by May 1 of the prior academic year. Committee members shall will be notified in writing as to their own and others' selection to the committee prior to the committee's first meeting.**
6. **5. No member of the shall serve on the University Promotion, Tenure, or Faculty Rights and Responsibilities Committees shall will serve concurrently. on the University Promotion or University Tenure Committee at the same time.**
7. **6. The College Promotion Committee shall will consist of one representative from each department of the college. These members will be tenured, full-time faculty members. Committee members will be professors. In the event that professors are unavailable, associate professors may serve. Each department will elect, by secret ballot, a representative to serve a two-year**

term on the college committee by September 1. Committee members shall will be notified in writing as to their own and others' selection prior to the Committee's first meeting.

8. ~~7. The Department Promotion Committee should consist of all eligible tenured faculty. If the departmental committee consists of fewer than five members, the committee may add enough full-time tenure-track faculty members to form a five-member committee. All full-time tenured professors in a Department will serve on the Department Promotion Committee. The committee will have a minimum of five faculty members. In the event that there are fewer than five full-time tenured professors in the Department, then full-time tenured associate professors from the Department will be chosen by the tenured faculty in the Department. In the event that there are fewer than five eligible members in the Department, the Department's tenured faculty will collectively invite enough full-time tenured professors from the same college to form a committee of at least five members.~~

~~9. The quorum necessary for voting will be two-thirds of the total membership of a committee.~~

~~10. 8. All voting on candidates will be by secret ballot. Recommendation for promotion requires an affirmative vote by a the majority of the committee membership voting. There shall will be no abstentions in the voting process. In all committee recommendations, the number of "yes" votes and the number of "no" votes must be recorded.~~

~~11. 9. Justification for the recommendation of each candidate must be in detailed narrative format on the appropriate form. The narrative must reflect the candidate's teaching excellence, professional achievement, and service activities and include statements of strengths and weaknesses. Minority views shall will also be included.~~

~~12. 10. Promotion committee deliberations must be treated confidentially and must not be discussed outside of promotion committee meetings.~~

## **V. THE PROMOTION REVIEW PROCESS**

- 1. The Department Promotion Committee will review the portfolio and submit a written evaluation of the strengths and perceived weaknesses of the portfolio to the candidate using the Department's Faculty Evaluation Plan as the criteria for evaluation. The written evaluation, which will be signed by all committee members, will document the validity of the information contained in the candidate's department promotion portfolio as it relates to the Department's Faculty Evaluation Plan.**

The primary purpose of this evaluation is to evaluate and certify the items and statements contained in the candidate's Promotion Portfolio, and to ensure that the performance level of the faculty member is at or above the performance level specified by the departmental criteria for promotion to professor. The Department Promotion Committee may also request additional documentation of items and statements made in the candidate's Promotion Portfolio. This additional documentation and supporting evidence will not become part of the portfolio to be sent further up the chain of review.

It is the responsibility of the Department Promotion Committee to conduct a vote which affirms or denies their support of the Promotion Portfolio, with a copy of the evaluation and vote tally delivered to the candidate. Voting will be by secret ballot, and a sealed ballot by an absent faculty member may be included in the tally if all of the ballots are opened and counted at the same time at the Department Promotion Committee meeting. Abstentions are not allowed at either the Department, College, or University Promotion Committee levels of review.

2. The Department Promotion Committee will then forward the Promotion Portfolio, written evaluation, and vote tally to the Department Chair, who will add his/her written evaluation to the portfolio. A copy of this evaluation also will be delivered to the promotion candidate.

It is also the responsibility of the Department Chair to evaluate and certify that the supporting documentation is at or above the performance level specified by the departmental criteria for promotion to professor. This evaluation and certification must be part of the Chair's letter of evaluation. It is also the responsibility of the Department Chair to certify that academic requirements, such as terminal degrees, years of teaching/previous service, etc. have been met.

3. The Department Chair will then forward the Promotion Portfolio, Department Committee written evaluation and vote tally, and his/her written evaluation to the College Promotion Committee. The College Promotion Committee will review the portfolio and submit a written evaluation of the strengths and perceived weaknesses of the portfolio to the candidate using the criteria for promotion to professor as defined in the Department's FEP.

It is the responsibility of the College Promotion Committee to conduct a vote which affirms or denies their support of the Promotion Portfolio, with a copy of the evaluation and vote tally delivered to the candidate. Voting will be by secret ballot, and a sealed ballot by an absent faculty member may be included in the tally if all of the ballots are opened and counted at the same time at the College Promotion Committee meeting.

4. The College Promotion Committee will then forward the Promotion Portfolio, Department Committee, Chair, and College Committee written evaluation, and vote tallies to the College Dean.
5. The College Dean will review the Promotion Portfolio and provide a written evaluation of the portfolio, with a copy of this evaluation delivered to the candidate. The College Dean will then forward all materials to the University Promotion Committee for review.

The promotion candidate may then add a letter of response to the University Promotion Committee which responds to any or all of the written evaluations of his/her portfolio within seven calendar days after receipt of the written evaluation from the College Dean.

6. The University Promotion Committee will review the portfolio and submit a written evaluation of the strengths and perceived weaknesses of the portfolio to the candidate using the criteria for promotion to professor as defined in the Department's FEP.

9 It is the responsibility of the University Promotion Committee to conduct a vote, with at least two-thirds of its membership present, which affirms or denies their support of the Promotion Portfolio, with a copy of the evaluation and vote tally delivered to the candidate. Voting will be by secret ballot. Absentee ballots will not be permitted. A recommendation to "promote" or "not promote" requires a simple majority of the entire committee membership.

The promotion candidate may then add a letter of response to the Executive Vice-President of Academic Affairs which responds to any or all of the written evaluations of his/her portfolio within seven calendar days after receipt of the written evaluation from the University Promotion Committee.

7. The University Promotion Committee will then forward all materials and their final recommendation and written evaluation to the Office of the Executive Vice-President of Academic Affairs and Dean of Faculty.
8. The Executive Vice President for Academic Affairs and Dean of Faculty will review all materials, vote tallies, written evaluations, and recommendations and make a recommendation to the President. Should the recommendation of the Executive Vice President for Academic Affairs differ from the recommendation of the University Promotion Committee, the Executive Vice President for Academic Affairs will consult with the University Promotion Committee prior to making a recommendation to the President. The President will make the final recommendation to the Board of Regents.

## VI. GENERAL DATES FOR THE PROMOTION REVIEW PROCESS



1. Specific dates and deadlines for the promotion review process in each year will be set and distributed to the faculty in a timely manner by the Office of the Executive Vice President for Academic Affairs and Dean of Faculty.

#### IV. PROMOTION PROCESS

~~GUIDELINES: All new faculty and prospective candidates for promotion may elect to attend an orientation workshop sponsored and presented by the Executive Vice President for Academic Affairs and Dean of Faculty and the previous year's chair of the University Promotion Committee that shall be held no later than October 15 of each year. Each candidate for promotion will receive peer review at the department, college, and University levels. In addition to peer review, each candidate will be reviewed by his/her Department Chair, Associate Dean (if applicable), College Dean, and the Executive Vice President for Academic Affairs and Dean of Faculty. The President makes the final recommendation to the Board of Regents.~~

~~INITIATION OF THE REVIEW PROCESS: BY JANUARY 15: The candidate applying for promotion review has the responsibility for submitting the required promotion portfolio, which includes a letter of intent (to the Dean), curriculum vita and supporting documents. The dean will place the portfolio in a secure area for review by the appropriate Department Promotion Committee, College Promotion Committee, Department Chair, Associate Dean (if applicable), and College Dean.~~

~~REVIEW OF PORTFOLIOS: The review process will proceed as described below:~~

- ~~1. BY FEBRUARY 1: Department Promotion Committee, Department Chair, College Promotion Committee, Associate Dean (if applicable), and College Dean independently will have reviewed the portfolios and made a determination regarding a positive or negative recommendation. The recommendation and supporting rationale for promotion are documented on the appropriate form and submitted to the Executive Vice President for Academic Affairs and Dean of Faculty.~~
- ~~2. BY FEBRUARY 5: As soon as these reviews have been completed, the College Dean sends the portfolios to the Executive Vice President for Academic Affairs and Dean of Faculty, who places the portfolios in a secure area for review by the University Promotion Committee. At that time the Executive Vice President for Academic Affairs and Dean of Faculty will convene the University Promotion Committee and convey, to the committee, two copies of recommendations from all prior committees and administrators described in Section IV.1. above.~~
- ~~3. BY FEBRUARY 5: College representatives of the University Promotion Committee, will have informed the candidates of the appropriate Department and College Promotion Committees', Department Chair's, Associate Dean's (if applicable), and College Dean's recommendations through presentation of a photocopy of those recommendations and a summary of the candidate's options at that point.~~
- ~~4. BY FEBRUARY 10: All portfolios will be automatically reviewed unless a written request to withdraw the portfolio is submitted to a college representative of the University~~

Promotion Committee, who will then return the portfolio to the candidate. If the candidate receives any negative recommendation, he/she may request that it be sent on with a letter of response. If the candidate chooses to submit a letter of response, it must be submitted to the Chair of the University Promotion Committee.

5. BY MARCH 5: The University Promotion Committee will have reviewed the candidate's portfolio; the recommendations by the Department and College Promotion Committees, the Department Chair, Associate Dean (if applicable), and College Dean; and any letter of response and will have made a determination regarding a positive or negative recommendation. The recommendation and supporting rationale for promotion is documented on the appropriate form.

6. BY THE END OF TWO WORK WEEKS: College representatives on the University Promotion Committee representatives will have informed their college's candidates for promotion of the University Promotion Committee's recommendation. If the recommendation was for promotion, the portfolio will automatically be made available for review by the Executive Vice President for Academic Affairs and Dean of Faculty, the President, and the Board of Regents. If the University Promotion Committee's recommendation was against promotion, a college representative will have informed the candidate; and the candidate may withdraw the portfolio, request that it be sent on without responding, or request that it be sent on with a letter of response. If the candidate chooses to submit a letter of response, it must be submitted to the Executive Vice President for Academic Affairs and Dean of Faculty. To withdraw the portfolio, a candidate must submit a written request to the college representative of the University Promotion Committee, who will then return the portfolio to the candidate.

7. BY APRIL 15: The Executive Vice President for Academic Affairs and Dean of Faculty will have reviewed the portfolio, the recommendations, and the letters of response. The Executive Vice President will provide feedback to the University Promotion Committee prior to making a recommendation on each portfolio to the President. The President, in turn will recommend to the Board of Regents, which will make the final decision at its next Board of Regents' meeting.

8. BY ONE WEEK AFTER BOARD'S DECISION: Within one week of the Board of Regents' decision, the President will have informed each candidate in writing of the decision. The promotion portfolio will be available for return.

9. BY TWO WEEKS AFTER BOARD'S DECISION: Each candidate who does not receive promotion will have been invited to meet with the Executive Vice President for Academic Affairs and Dean of Faculty for further explanation. The candidate has the option to decline this invitation.

FACULTY SENATE AGENDA  
April 2, 1998

- 25th  
4th June
- 4:12+
- I. CALL TO ORDER
- II. ~~CONSIDERATION OF March 26, 1998 MINUTES~~
- III. CHAIR'S REPORT ① Resp Text BK - OK  
② Con Bew a miney re Lakewood No OK  
③ some - 8. h. 25m

- IV. VICE-PRESIDENT'S REPORT No Report

- V. FACULTY REGENT'S REPORT No Report

- VI. COMMITTEE REPORTS
- A. ACADEMIC POLICIES - NR

- B. COMMUNICATIONS - NR

- C. EVALUATION
1. Job Satisfaction Survey - report

- ② Services Survey Return in  
packet response put in 5, - sheet - 5.7
- D. FISCAL AFFAIRS - No Report  
Budget - 10th Tent 80

- E. GOVERNANCE - Senate V - 4 >
1. Athletic Committee Description - 1st reading
2. Other Committee Descriptions - 2nd reading

- F. Professional Policies - Double post ten service policies 1st  
Policy - (day) what you want to!  
ideas - Table >
- ADJOURNMENT ( 4:31

Mike Photos  
Mike  
last email  
false

met for  
Brian

Results - Low 22 felt P Pres  
no value 9 22 > salary not in  
line > travel, supply budgets &  
demean of Pres to us > surveys  
Dr More - not  
to properly evaluate >

led to  
response

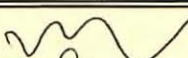
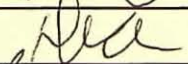
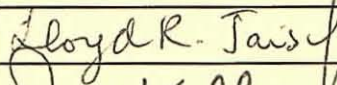
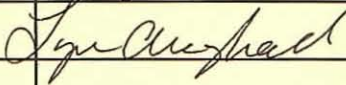
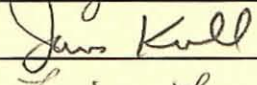
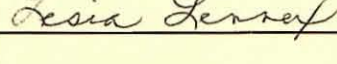
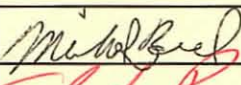
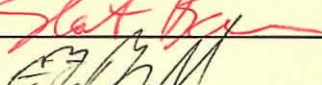
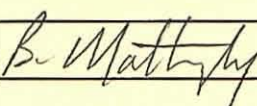
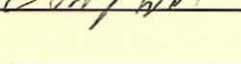

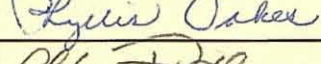

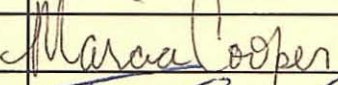
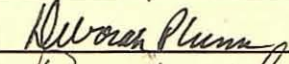
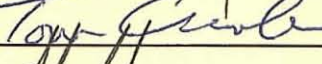
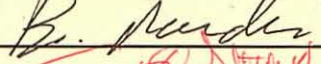
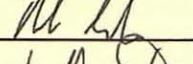

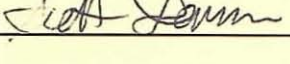
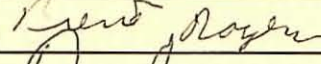
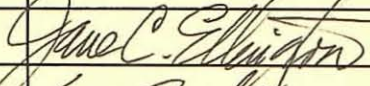
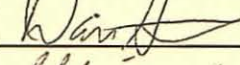
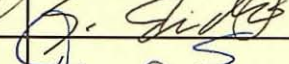
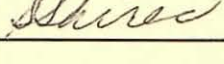
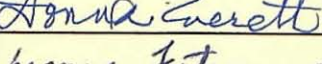
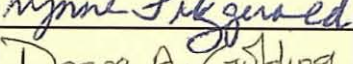
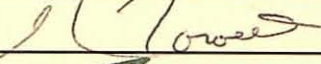
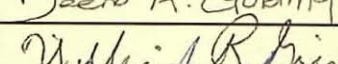
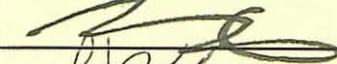
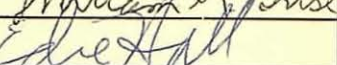
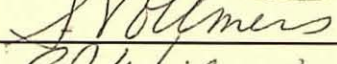
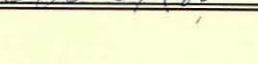
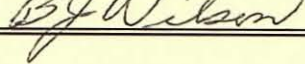
Asst to Assoc

Pro 2 was  
also at Dean  
Lantz first time  
in 9 months

## FACULTY SENATE ATTENDANCE SHEET

MEETING \_\_\_\_

DATE Apr 2, 1998

NAME	SIGNATURE	NAME	SIGNATURE
ADAMS, MIKE			
APPLEGATE, DON		JAISINGH, LLOYD	
AUGSBACH, LYNN		KNOLL, JAMES	
BAKER, STACY		LENNEX, LESIA	
BALDWIN, YVONNE		LORENTZ, ROBERT	
BIEL, MICHAEL		MALINAUSKAS, BRENDA	
BORAM, ROBERT		MATTINGLY, BRUCE	
BRESCHER, EDWARD		MORRISON, RONALD	
BROWN, LARADEAN		NUTTER, CAROL	
BRUENING, CHRISTI		OAKES, PHYLLIS	
BUCK, ROLAND		PATRICK, CHARLES	
COOPER, MARCIA		PLUM, DEBORAH	
CREAHAN, TOM		REEDER, BRIAN	
CURTIS, ANDREW		REID, STEVE	
DAVISON, SCOTT		ROLLAND, SUSANNE	
		ROGERS, BRENT	
ELLINGTON, JANE		SETH, DAN	
ERDO, SCOTT		SHIRES, SHELBY	
EVERETT, DONNA		TESCH, DEBORAH	
FITZGERALD, LYNNE		TOWELL, GORDON	
GOLDING, DEENO		TUERK, CRAIG	
GRISE, WILLIAM		VOLLMERS, STACY	
HALL, EDIE		WILSON, BETTY	

NO. 25.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: Committee Nominations

Attachments: 1

Date Passed By the Senate 4/16/98

4/27  
Date

[Signature]  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: *I concur with the nominations.*  
*will remove 4/29/98*

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

5/6/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

## Governance--Committee Nominations

### Academic Standards and Appeals

Barb Lewis	S&T	00	Roma Prindle	HUM	00
Markham Schack	EBS	00	Grover Kearns	BUS	00
Cynthia Gibbs	at-large	00			

### Employee Benefits

Brent Rogers	S&T	02			
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### Faculty Promotion

Lloyd Jaisingh	S&T	01	Ron Mitchelson	HUM	01
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### Faculty Rights and Responsibilities

Dan Seth	at-large	00			
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### Honors Program

Vivian Cyrus	S&T	00	Robert Albert	BUS	00
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### Intercollegiate Athletics

Andrew Curtis	at L	01			
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### Library

H. Wade Cain	S&T	00	Paul McGhee	EBS	00
Elsie Pritchard	LIB.	00			

### Planning

Don Applegate	S&T	00			
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### Research and Creative Productions

Lloyd Jaisingh	S&T	00	James Bogert	BUS	00
L. Curtis Hammond	HUM	00			

### Scholarship

Hilary Iwu	BUS	00	Capp Yess	S&T	00
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### Student Disciplinary

Zexia Barnes	S&T	00	Bob Hatfield	BUS	00
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### Student Life

David Olsen	EBS	00	Stacy Vollmers	BUS	00
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### Tenure

Bob Albert	BUS	01	Tim Miller	EBS	01
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### Technology Resources

Dan Seth	S&T	00	Robert Royer	HUM	00
Francis Osborne	EBS	00	Bob Hatfield	BUS	00

### Wellness

Paul Taylor	HUM	00	Marcia Cooper	S&T	00
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### Registration Advisory

Doug Lapp	S&T	00	Debbie Plum	HUM	00
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Fac. Sen.  
CUP-AA

NO. 26.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

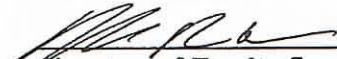
I. MOTION: Graduate & Non-Traditional Student Housing Resolution

Attachments: 1

Date Passed By the Senate 5/7/98

5/20/98

Date



Signature of Faculty Senate Chair

II. ACTION:


VP COMMENTS: In light of the BOR commitment to monitor the policy with regard to married student housing, this resolution is unnecessary.

*memorandum 6/2/98*

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☒ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:



Signature of President

6-8-98

Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

## **GRADUATE & NON-TRADITIONAL STUDENT HOUSING RESOLUTION**

WHEREAS recruitment and retention of students is an important objective of the University, and

WHEREAS the recruitment and retention of single graduate students and single non-traditional undergraduate students is an important aspect of this objective, and

WHEREAS the availability of on-campus housing is an important tool for recruiting and retaining such students, and

WHEREAS such students, as a whole, do not want to live in dormitories, and

WHEREAS space is available for such students in married student housing,

THEREFORE BE IT RESOLVED that the impact of the current housing policy with respect to its effect on recruitment and retention be thoroughly reexamined.



C/Fac. Senate  
UP-AA

NO. 27.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: Committee nominations

Attachments: 1

Date Passed By the Senate 5/7/98

5/20/98  
Date

[Signature]  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: I concur

[Signature]  
5/28/98

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

6-8-98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

## UNIVERSITY STANDING COMMITTEES -- April 30, 1998

### 1. Academic Standards and Appeals

Zexia Barnes	S&T 99	Barb Lewis	S&T 00
Jack Weir	HUM 99	Roma Prindle	HUM 00
Lesia Lennex	EBS 99	Markham Schack	EBS 00
Robert Lorentz	BUS 99	Grover Kearns	BUS 00
		Cynthia Gibbs	at-large 00

### 2. Affirmative Action

Joan Whitworth 99      4 Names for President:  
Stacy Vollmers, Don Applegate, William Grise, Marcia Cooper

### 3. Employee Benefits

Buford Crager	EBS 99	Dale Caudill	BUS 00
Brent Rogers	S&T 02	Fiscal Affairs Chair	FS 99
Debbie Plum	HUM 01		
Elsie Pritchard	LIB 01		

### 4. Faculty Promotion

Lloyd Jaisingh	S&T 01	Dave Magrane	S&T 99 ✓
vacant		Charles Morgan	EBS 99 ✓
L. Kim Williams	BUS 01 ✓	Fran Helphinstine	HUM 99 ✓
Wayne Willis	EBS 00 ✓	Lindsey Back	HUM 00 ✓
Janet Gross	S&T 00 ✓		

### 5. Faculty Rights and Responsibilities

Jon Vitori	HUM 99		
Mike Harford	BUS 99		
Dan Grace	EBS 99 ✓		
Geoff Gearer	S&T 99		
Jaunita Hall	LIB 99 ✓	Jack Weir	at-large 00
HUM 00	Serjit Kasior, Lindsey Back		
BUS 00	Roland Buck, write-in		
EBS 00	Lynn Augsbaugh, write-in		
S&T 00	Randy K. Ross, Ben Malphrus		

### 6. Graduate

David Saxon	S&T 99 ✓
vacant	HUM 99
Kent Freeland	EBS 99
Robert Lorentz	BUS 99

### Elections (2 candidates/college):

S&T 00	Ahmad Zargari, Ron Fiel
HUM 99	Noel Earl, Robert Pritchard
HUM 00	Gary Mesa-Giado, Lisa Mesa Giado
EBS 00	David Olsen, William Weikel
BUS 00	Donna Everett, Mesghena Yasin

**7. Honors Program**

Mary Jo Netherton HUM 99  
Christi Bruening EBS 99

Vivian Cyrus S&T 00  
Robert Albert BUS 00

**9. Intercollegiate Athletics**

David Magrane S&T 00 ✓  
Brenda Malinauskas at L 00 ✓  
Andrew Curtis at L 01

Debbie Tesch BUS 99 ✓  
Joyce LeMaster HUM 99 ✓  
Christi Bruening EBS 01

**13. Library**

Kenneth Sexton HUM 99  
Roland Buck BUS 99  
Gary Austin LIB 99

H. Wade Cain S&T 00  
Paul McGhee EBS 00  
Elsie Pritchard LIB 00

**14. Planning**

Rodney Stanley S&T 01  
Charles Morgan EBS 00  
Thomas Creahan BUS 99  
Deborah Plum HUM 99

Don Applegate S&T 00  
Lesia Lennex EBS 00

**Elections (2candidates/college)**

BUS Jack Peters, James Bogert  
HUM Sarah Morrison, Jay Flippin

**15. Professional Development**

Claire Foley HUM 99  
Ishappa Hullur BUS 99  
Travis Lockhart dist. t 99

David Olson EBS 98  
Joyce Saxon S&T 98  
Helen Williams LIB 98

**18. Research and Creative Productions**

Bob Grueninger EBS 99  
Carolyn Taylor S&T 99  
Donna Everett BUS 99  
Tim Pitts HUM 99  
Betty Wilson LIB 99

Rita Egan EBS 00  
Lloyd Jaisingh S&T 00  
James Bogert BUS 00  
L. Curtis Hammond HUM 00

**19. Scholarship**

Kathy Herzog EBS 99  
Richard Miles HUM 99

Hilary Iwu BUS 00  
Capp Yess S&T 00

**20. Service**

Grover Kearns BUS 99  
Joyce LeMaster HUM 99

Laurie Couch EBS 00  
Jane Ellington S&T 00  
Betty Jean Wilson LIB 00

**21. Student Disciplinary**

Noel Earl HUM 99  
Karen Hammons EBS 99

Zexia Barnes S&T 00  
Bob Hatfield BUS 00

**22. Student Life**

Vivian Barnes S&T 99  
Paul Taylor HUM 99

David Olsen EBS 00  
Stacy Vollmers BUS 00

**23. Student Media Board**

**Slate of three senators and three non-senators submitted to President:**

**Senators: Ron Morrison, James Knoll, Jane Elligton**

**Non-Senators: Dan Seth, L.Kim Williams, Tom Klein**

**24. Tenure**

Charles Patrick S&T 01  
Bob Albert BUS 01  
Tim Miller EBS 01  
Larry Keenan HUM 00  
Judy Stafford EBS 00

Freda Kilburn S&T 99  
Vicente Cano HUM 99  
Hilary Iwu BUS 99  
Brian Reeder at-lg. 00

**25. Undergraduate Curriculum (Acad. Prog.)**

Richard Hunt S&T 99  
Glen Colburn HUM 99  
Robert Tesch BUS 99  
Ted Marshall EBS 99

Scott Rundell S&T 00  
Andrew Glendening HUM 00  
Larry Cowart BUS 00  
James Knoll EBS 00

**26. Undergraduate Curriculum (Gen. Ed.)**

Alban Wheeler EBS 99  
Alana Cain HUM 99  
Ben Malphrus S&T 99  
Bonnie Bailey BUS 99

Sunday Obi EBS 00  
Robert Royer HUM 00  
Brent Rogers S&T 00  
Ishappa Hullur BUS 00

**27. Technology Resources (Academic)**

Michelle Kunz S&T 99  
Tim Pitts HUM 99  
Mark Schack EBS 99  
Debbie Tesch BUS 99  
Julia Lewis LIB 99

Dan Seth S&T 00  
Robert Royer HUM 00  
Francis Osborne EBS 00  
Bob Hatfield BUS 00

**28. Technology Resources (Administrative)**

Mike McDermott at-lg 99

**30. Wellness**

Marcus Gaddis BUS 99  
Laradean Brown EBS 99

Paul Taylor HUM 00  
Marcia Cooper S&T 00

**17. Registration Advisory**

Tom Diamantes EBS 99

Mike Harford BUS 99

Senate Acad Affairs FS 99

**Ron Fiel S&T 00**

**Wendell O'Brien HUM 00**

NO. 28.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: Committee nominations\

Attachments: 1

Date Passed By the Senate 6/26/98

7/6/98

Date



Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021



NO. 29.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: Reversion of Funds to Academic Departments Resolution

Attachments: 1

Date Passed By the Senate 6/26/98

7/6/98

Date



Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: The greatest need at this time is for an equipment replacement line in the budget.

  
7/14/98

President

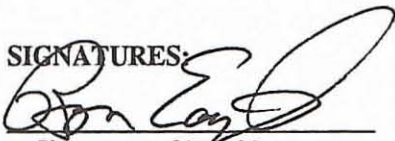
A.     I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.

B.     I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.

C.   X   I concur with the motion of the Senate, with the attached stipulations.\* *will be done*

D.     I do not concur with the motion of the Senate, for the reasons attached. *as regular*

III. SIGNATURES:

  
Signature of President

7/17/98  
Date

*budget analysis  
procedure*

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

## **REDISTRIBUTION OF FUNDS AS SUPPLEMENTAL ALLOCATION**

WHEREAS the Division of Academic Affairs has consistently reverted several hundred thousand dollars to the Fund Balance each year over the past 5 years, and

WHEREAS it can be predicted that this trend will continue, and

WHEREAS faculty and librarians need to have the supplies and equipment with which to do their jobs, and

WHEREAS faculty and librarians need to be able to travel to professional meetings in order to keep up with and contribute to their fields, and

WHEREAS the amount of funds available to faculty and librarians for supplies, equipment, and travel has not kept up with the need,

THEREFORE BE IT RESOLVED that a portion of these reverted funds be redistributed as supplemental allocation to academic departments and the Library to enhance supplies, equipment, and travel budgets.

Fiscal Affairs Committee

1st reading: May 7, 1998

2nd reading: June 26, 1998

Pass: Unanimously

Fail:

NO. 30.6

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: Employee Health Insurance Additions Resolution

Attachments: 1

Date Passed By the Senate 6/26/98

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021



FACULTY SENATE

UPO BOX 1021  
MOREHEAD, KENTUCKY 40351-1689  
TELEPHONE: 606-783-2226

July 3, 1998

Jane Ellington  
UPO 768  
Morehead State University  
Morehead, Ky 40351

Dear Ms. Ellington:

As your term of service expires, I want to thank you for your contributions to Morehead State University's Faculty Senate. Acting as the elected representative from the Department of Human Sciences highlights the respect held for you by your colleagues.

Faculty participation in the governance processes has required significant time and effort on your part. I deeply appreciate your willingness to freely give and to serve the university in this capacity.

Sincerely,

Dr. Michael Adams, Chair  
MSU Faculty Senate

jc

PC: Dr. Michael Moore, Executive Vice-President for Academic Affairs  
Dr. Gerald DeMoss, Dean, College of Science & Technology  
Dr. Marilyn Sampley, Chair, Department of Human Sciences



FACULTY SENATE

UPO BOX 1021  
MOREHEAD, KENTUCKY 40351-1689  
TELEPHONE: 606-783-2226  
FAX: 606-783-2678

## MEMORANDUM

**DATE:** July 3, 1998  
**TO:** Carol Nutter  
**FROM:** Dr. Michael Adams, Chair, MSU Faculty Senate *MA*  
**RE:** Election to Faculty Senate

Congratulations on your election to the Faculty Senate. You have been elected to serve a three year term as a Departmental Senator from the Department of Librarians. Thank you for agreeing to represent the faculty in this capacity.

jc

NO. 31.6

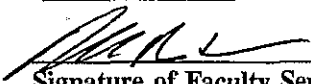
ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1997-98 ACADEMIC YEAR

I. MOTION: PAc-2: Promotion Review

Attachments: 1

Date Passed By the Senate 7/16/98

7/23/98  
Date

  
Signature of Faculty Senate Chair

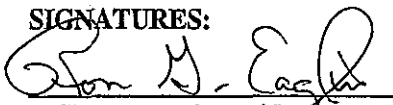
II. ACTION:

VP COMMENTS: *I concur*  
*signature*  
*8/3/98*

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

  
Signature of President

8/18/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021



July 20, 1998

**MEMORANDUM**

TO: President Ron Eaglin

FROM: Larry Stephenson, Chair  
Staff Congress

*LS*

RE: Nominations for 1998-99 University Standing Committees

On July 13, 1998, the Staff Congress approved the recommendations of the Standing Appointments Committee and recommend the attached listing of staff members to you for appointment to the 1998-99 University Standing and Advisory committees.

xc: Porter Dailey  
Judy Carpenter  
Angela White

*Porter your thoughts  
R*

*Dr. Eaglin*

*I recommend approval.*

*JS  
AGE*

*BD  
7-22-98*

# STANDING COMMITTEE APPOINTMENTS

1998 -1999

## AFFIRMATIVE ACTION COMMITTEE

1. Bessie Boyd
2. William Salazar
3. Belva Sammons
4. Connie Grimes

SUBMIT 4 NAMES  
2 SELECTED FOR 2 YEAR TERMS

## EMPLOYEE BENEFITS COMMITTEE

1. Lois Hawkins, Chair Staff Cong. Per. & Benefits (1 YEAR TERM)
2. Mike Pennington SUBMIT 1 NAME--EXEC/ MANG  
WILL SERVE A 4 YEAR TERM

## INTERCOLLEGIATE ATHLETICS COMMITTEE

1. Valerie Ousley SUBMIT 1 NAME  
WILL SERVE A 2 YEAR TERM

## LIBRARY COMMITTEE

1. Fred Tremper SUBMIT 1 NAME  
WILL SERVE A 2 YEAR TERM

## PLANNING COMMITTEE

1. Lois Hawkins, Staff Congress
2. Carole Morella, Staff Congress
3. V. Sue Fannin
4. Sharon Jackson

SUBMIT 4 NAMES  
2 MUST BE FROM STAFF  
CONGRESS  
WILL SERVE 2 YEAR TERMS

## SCHOLARSHIP COMMITTEE

1. William Teegarden

SUBMIT 1 NAME PROF/NONFAC  
WILL SERVE A 2 YEAR TERM

## SERVICE COMMITTEE

1. Joe Planck
2. Michael Padula
3. Kathy Smalley

SUBMIT 3 NAMES  
1 EXEC/MANG  
1 SKILLED CRAFTS  
1 SEC/CLERICAL  
WILL SERVE 2 YEAR TERMS

## STUDENT DISCIPLINARY COMMITTEE

1. Joel Pace

SUBMIT 1 NAME EXEC/MANG (97-99)  
WILL SERVE A 2 YEAR TERM

PRO/NF 96-95

## STUDENT LIFE COMMITTEE

1. Laura Litter

SUBMIT 1 NAME- PROF/NONFAC  
WILL SERVE A 2 YEAR TERM

## STUDENT MEDIA BOARD

1. Angie Mullins
2. Paul Hitchcock
3. Jami Hornbuckle

SUBMIT 3 NAMES  
1 SELECTED FOR A 2 YEAR  
TERM-- MAY NOT BE  
SUCCESSIVE

## TECHNOLOGY RESOURCES COMMITTEE ADMINISTRATIVE SUBCOMMITTEE

1. Rhonda Mackin
2. Jo Brewer

SUBMIT 1 NAME ACAD.AFF.,  
STUDENT LIFE, UNIV.  
RELATIONS -PRO/NONFAC  
1 NAME AFS  
WILL SERVE A 2 YEAR TERM

## TECHNOLOGY RESOURCES COMMITTEE ACADEMIC SUBCOMMITTEE

1. Coulter Boyle

SUBMIT 1 NAME-  
PROFESSIONAL/TECH-PARA  
WILL SERVE A 2 YEAR TERM

## WELLNESS COMMITTEE

1. JUDY CARPENTER
2. DEBORAH ROSS

SUBMIT 2 NAMES  
1 MUST BE FROM  
SEC/CLERICAL  
BOTH SERVE 2 YEAR TERMS

## JOB CLASSIFICATION APPEALS COMMITTEE

1. Russell Howard
2. SUE TOWNSEND
3. PAM MOORE , VICE CHAIR OF STAFF CONGRESS

SUBMIT 2 NAMES  
1- TECH/PARA  
1- SEC/CLERICAL  
WILL SERVE 2 YEAR TERMS  
(1YR.TERM)



FACULTY SENATE

UPO BOX 1021  
MOREHEAD, KENTUCKY 40351-1689  
TELEPHONE: 606-783-2226  
FAX: 606-783-2678

## MEMORANDUM

**DATE:** July 21, 1998  
**TO:** Dr. Ronald Eaglin, President, Morehead State University  
**FROM:** Dr. Michael Adams, Chair, MSU Faculty Senate  
**RE:** PAc-2: Promotion Review

In response to several suggestions made by Vice-President Moore, the Faculty Senate has passed the attached modifications to PAc-2: Promotion Review. This PAc has previously been approved by you. However, the Senate would appreciate your presenting PAc-2 with the attached changes to the Board in September.

Thank you.

MA/jc

To: Faculty Senators  
From: Mike Adams, Chair  
Date: July 15, 1998  
Re: PAC-2: Promotion Review

*Leader move  
to vote through today  
and Lynn Pass unan*  
*Back more appeals  
Change Lynn 2nd  
Pass unan*

As announced at the June 25, 1998 meeting of the Faculty Senate, President Eaglin has endorsed the version of PAC-2 that was forwarded by the Senate following passage on March 26, 1998. However, it is apparent that several suggestions that were made by EVPAA Moore were overlooked. Following discussion of these suggestions with the Executive Council and a specific review by Charlie Patrick, Professional Policies Chair, I feel that the Senate should consider the following recommendations (several are simply editorial):

1. Rather than an "annual review" of FEPs, only when a Plan has been changed should a review by the University Promotion Committee take place.
2. In the first paragraph under II GENERAL CRITERIA FOR PROMOTION (top of page 3), following "as appropriate to the particular responsibilities of the faculty member" add **"as outlined in the Departmental Faculty Evaluation Plan"**
3. Under III GENERAL STATEMENTS REGARDING PROMOTION (bottom of page 3), begin the first sentence with **"For faculty appointed at the Associate Professor rank with tenure"**
4. To minimize confusion and the need for multiple documents, the "format for the presentation of promotion materials" (PROMOTION PORTFOLIO, page 4) should be outlined in PAC-2. Since the "promotion material" consists of the "Curriculum Vitae" (p. 4) and "Supporting Documents" (p. 6), the "format" should consist of that presented on pages 4-6 for the Curriculum Vitae and on pages 6-7 for Supporting Documents. To require a format different than outlined in PAC-2, will only lead to confusion on the part of faculty and could lead to unnecessary challenges and appeals.
5. Page 4, under "Personal Data", eliminate "Present rank" (all applicants must be Assoc.)
6. Page 6, under "Service", eliminate item "h" as it is redundant to "c".
7. Page 8, number 7: Selection of outside members by "invitation" has too much potential for charges of collusion or "stacking the deck." Change to "the Department's tenured faculty will provide the Dean a list consisting of twice the number of full-time tenured professors from the same college needed to form a committee of at least five members and from which the Dean will select the outside members of the committee."



FACULTY SENATE AGENDA

--AUGUST 20, 1998

- I. CALL TO ORDER
- II. CONSIDERATION OF MINUTES - JULY 16, 1998
- III. ELECTION OF OFFICERS
- IV. PG:22--EMPLOYMENT OF RELATIVES - 2ND READING
- V. ADJOURNMENT

# Faculty Senate Attendance Sheet

Date: 8-20-98

|||||  
|||||

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON	✓	LENNEX, LESIA	✓
BAKER, STACY	A	LORENTZ, ROBERT	Resigned
BIEL, MICHAEL	✓	MACKAY, CHARLES	A
BRESCHER, ED	✓	MCCLAIN, TODD (Cpt)	✓
BRUENING, CHRISTI	✓		
BUCK, ROLAND	✓	MALINAUSKAS, BRENDA	✓
BURTON, MATTIE	✓	MORRISON, RON	✓
		NUTTER, CAROL	✓
COGSWELL, CAROLYN	A	PLUM, DEBORAH	Sick Leave
COOPER, MARCIA	✓		
CREAHAN, THOMAS	✓	REEDER, BRIAN	✓
CYRUS, VIVIAN	✓	REID, STEVE	✓
DAVISON, SCOTT	A	RISK, ALLEN	✓
EGAN, RITA	✓	ROGERS, BRENT	✓
ERDO, SCOTT (Maj)		ROLLAND, SUSANNE	✓
EVERETT, DONNA	✓		
GRISE, WILLIAM	✓		
GRUENINGER, BOB	✓	TESCH, DEBORAH	A✓
HALL, EDIE	A	TOWELL, GORDON	✓
HALLER, LYNN	✓	TUERK, CRAIG	✓
JAISINGH, LLOYD	✓ Absent	VOLLMERS, STACY	✓
KARWATKA, DENNIS	✓	WILSON, BETTY	✓
KNOLL, JAMES	✓	YESS, CAPP	✓

8/18/98

\* Tom Klein was here

12-20-98  
UP-PA

NO. 1.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: PG-22: Employment of Relatives

Attachments: 1

Date Passed By the Senate 8/20/98

Date

Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: *I concur with Senate.*  
*[Signature]* 8/31/98

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☒ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

*[Signature]*  
Signature of President

9/1/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

Date of Senate's Acceptance  
of Stipulations

Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

AMEND  
UNIVERSITY PERSONNEL POLICY PG-22  
EMPLOYMENT OF RELATIVES

Background

Personnel Policy PG -22 currently addresses the circumstance under which relatives may or may not be employed by the University. The policy was originally approved by the Board of Regents in 1985 and revised in 1987. Any amendment to University Personnel Policy PG - 22 would incorporate the provision related to KRS 164.360(2) to limit the employment of persons who have a relative on the board of regents at a state university.

PG - 22's definition of relative will be consistent with KRS Chapter 164, to mean a person's father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law, or daughter-in-law.

The basic premise of the policy has not changed; i.e., personnel will be selected, placed, promoted, etc., without regard to family status. The amended policy will allow the employment of a relative to a position in which his/her relative serves in a direct or up-line supervisory capacity; however, the policy will require matters related to salary, promotion, tenure, evaluations, etc., to be assigned the responsibility of another supervisor.

Policy: PG-22

Subject

Employment of Relatives

Approval Date: 07/01/85

Revision Date: 03/26/87

PURPOSE:

To outline the circumstances under which relatives may or may not be employed by the University.

DEFINITION OF AN  
EMPLOYEE:

Regular and non-regular employees are defined in Morehead State University Personal Policy PG-1. For purposes of this policy, graduate assistants, federal and institutional workstudy students are employees of the University and are subject to this policy.

DEFINITION OF A  
RELATIVE:

~~This policy includes relatives by blood or marriage including parents and children, husbands and wives, brothers and sisters, brothers and sisters in law, mothers and fathers in law, uncles, aunts, nieces and nephews, and step-relatives in the same relationship. As used in this policy, relative means a person's father, mother, brother, sister, husband, wife, son, daughter, aunt, uncle, son-in-law, or daughter-in-law.~~

POLICY:

Selection, placement, promotion, and all other matters pertaining to employment of academic and support staff, including workshops and graduate assistants, shall be made without regard to family status of the individual. Supervisors and administrators will consider each person on personal merits, qualifications, and skills. Therefore, both husbands and wives or any other kinship can exist at this institution and within the same department.

In the event a relative is an applicant for a position where the applicant's relative is in a supervisory position, the Office of Human Resources will excuse the supervisor from any involvement in the screening and selection process.

Prior to selection and appointment of an applicant to a position in which his/her relative serves in a direct or up-line supervisory position, the Office



of Human Resources will specify in writing that the up-line supervising relative be removed from matters pertaining to the subordinate's supervision, to include, but not limited to terms of appointment, salary, future salary, evaluations, promotions, tenure and discipline. Such an arrangement shall be signed by the supervising relative, the relative, the appropriate Vice President and the Office of Human Resources.

The Office of Human Resources will likewise specify in writing the supervisory arrangement for an employee and supervisor who become related through marriage.

However, no person shall be employed at Morehead State University whose relative serves on the Board of Regents.

#### ~~EXCEPTIONS-~~

~~The University shall not employ a relative as defined above in the following circumstances-~~

- ~~1. No relative of any member of the Board of Regents shall be employed except that upon written recommendation of the President of the University one such relative of each member of the Board of Regents may be appointed upon confirmation by the other appointed members.~~
- ~~2. Placements shall not be made where one employee is in a position to supervise or to influence the related employee's selection, placement, rate of pay, promotion, tenure, teaching load, or other status or interest of the relative, of where the handling of confidential information could create awkward work situations.~~

#### ~~EMPLOYEES WHO BECOME RELATED THROUGH MARRIAGE-~~

~~The conditions outlined herein shall apply, also, if two employees become related through marriage after they are employed. In such cases if one of the exceptions above applies, one of the employees shall relinquish his/her position. Efforts will be made, if feasible, to find other employment for that individual.~~



FACULTY SENATE AGENDA  
SEPTEMBER 3, 1998  
4:10 PM - RIGGLE ROOM

mtg 2

|||||

4:13t

IRAT

1. CALL TO ORDER
2. CONSIDERATION OF MINUTES
3. CHAIR'S REPORT

4. VICE-PRESIDENT'S REPORT

Sept - Bd meet. 365  
Pos Salary Savings  
Nov C Post 2 Et 3 prop considered  
we must match (plan)  
4yr funding on re  
BS Radio Tech  
Mas Ed Admin  
Trust Fund Pro  
Int. Regional

5. COMMITTEE REPORTS

A. Fiscal Affairs

Buck VC  
Hall - See

B. Academic Affairs

Ac Dishonesty Policy  
not

C. EVALUATION

Organiz  
deten. task

D. Communications

Lendout provided

E. Professional Policies

Fixed term  
post tenure review  
looks at

F. GOVERNANCE

1. COMMITTEE NOMINEE

-PASS

election Oct 7  
Dead Post  
Sept 23<sup>rd</sup>

7. NEW BUSINESS

8. ADJOURNMENT

5:17t

# Faculty Senate Attendance Sheet

Date: 9/13/98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON	<i>Don Applegate</i>	KARWATKA, DENNIS	<i>D. Karwatka</i>
BAKER, STACY	<i>Stacy Baker</i>	KLEIN, TOM	<i>Thomas J. Klein</i>
BIEL, MICHAEL	<i>Michael Biel</i>	KNOLL, JAMES	<i>Jim Knoll</i>
BRESCHER, ED	<i>Ed Brescher</i>	LENNEX, LESIA	<i>Lesia Lennex</i>
BRUENING, CHRISTI	<i>Christi Bruening</i>	MACKAY, CHARLES	<i>Charles Mackay</i>
BUCK, ROLAND	<i>Roland Buck</i>	MCCLAIN, TODD (Cpt)	
BURTON, MATTIE	<i>Mattie Burton</i>	MALINAUSKAS, BRENDA	
		MORRISON, RON	<i>Ron Morrison</i>
COGSWELL, CAROLYN		NUTTER, CAROL	<i>Carol Nutter</i>
COOPER, MARCIA	<i>Marcia Cooper</i>	PLUM, DEBORAH/Thomas	<i>Debby Thomas</i>
CREAHAN, THOMAS		REEDER, BRIAN	<i>Brian Reeder</i>
		REID, STEVE	<i>Steve Reid</i>
DAVISON, SCOTT	<i>Scott Davison</i>	RISK, ALLEN	<i>Allen Risk</i>
EACKER, SUE	<i>Susan Eacker</i>	ROGERS, BRENT	<i>Brent Rogers</i>
EGAN, RITA	<i>Rita Egan</i>	ROLLAND, SUSANNE	<i>Susanne Rolland</i>
ERDO, SCOTT (Maj)			
EVERETT, DONNA	<i>Donna Everett</i>		
GRISE, WILLIAM	<i>William R. Grise</i>	TESCH, DEBORAH	<i>Debby Tesch</i>
GRITTON, JOY	<i>Joy Gritton</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GRUENINGER, BOB	<i>Bob Grueninger</i>	TUERK, CRAIG	<i>Craig Tuerk</i>
HALL, EDIE	<i>Edie Hall</i>	VOLLMERS, STACY	<i>Stacy Vollmers</i>
HALLER, LYNN	<i>Lynn Haller</i>	WILSON, BETTY	
JAISINGH, LLOYD	<i>Lloyd R. Jaisingh</i>	YESS, CAPP	<i>Capp Yess</i>

9/3/98

C/Fac. Senate  
UP-AH

NO. 2.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: Committee Nominations

Attachments: 1

Date Passed By the Senate 9/3/98

9-9-98

Date

Brian Headley  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

*I concur.*  
*9/10/98*

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

9/15/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021



University Standing Committee Nominations

Academic Standards and Appeals Committee

Ron Cheek BUS 00

Martha Sale BUS 99

Professional Development Committee

Carolyn Cogswell S&T 00

Desiree Budd EBS 00

Faculty Promotion Committee

Bill Weikel EBS 01

Honors Program Committee

Ron Cheek BUS 00

Student Disciplinary Committee

Capp Yess S&T 00

Tenure

Ishappa Hullur BUS 01

Undergraduate Curriculum Committee-Academic Programs

Masegana Yasin BUS 99

Service

Martha Sale BUS 99

Teacher Education

Rita Egan EBS 00

Election vote

Graduate Committee

Donna Everett BUS 99  
Write In

Faculty Rights and Responsibilities Committee

Robert Greuninger EBS 00  
Buford Crager

Cathy Thomas HUM 00  
Gary Lefleur

Senate

11/11/11  
11/11/11

# FACULTY SENATE AGENDA

-September 17, 1998

## I. CALL TO ORDER 4:15

## II. CONSIDERATION OF MINUTES - August 20 & September 3, 1998 = Approved

## III. CHAIR'S REPORT

Com nominal 1 - Approved  
meet just IRAP = handouts

BR - some 90 - noon - sub committees - it full Bl.  
IDEA forms significant changes - Eval. - 10/1/98 - 10/1/98

lock out for fall - ACT comp Exam - 10/1/98

## IV. VICE-PRESIDENT'S REPORT

Can Post and Ed. = min. admis requirements  
Trust fund. 10 mil = msu endowment  
IDEA forms significant changes - Eval. - 10/1/98 - 10/1/98

## V. COMMITTEE REPORTS

### A. ACADEMIC POLICIES

No Report  
Tom C. has VC

### B. COMMUNICATIONS

M. Bill McLean  
new look & web site

### C. EVALUATION

No Report  
gathering material

### D. FISCAL AFFAIRS

No Report

### E. GOVERNANCE

#### A. COMMITTEE NOMINATIONS

No Report

2 sub  
9-23

### F. PROFESSIONAL POLICIES

#### A. RESOLUTION CONCERNING FIXED-TERM FACULTY & PAY FLEXIBILITY

C. 10/1/98 VC chair

## VI. ADJOURNMENT

5:23

# Faculty Senate Attendance Sheet

Date: 9-17-98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON		KARWATKA, DENNIS	
BAKER, STACY		KLEIN, TOM	
BIEL, MICHAEL	<i>Michael Biel</i>	KNOLL, JAMES	<i>Jim Knoll</i>
BRESCHER, ED	<i>E. J. Brescher</i>	LENNEX, LESIA	<i>Lesia Lennex</i>
BRUENING, CHRISTI	<i>Christi Bruening</i>	MACKAY, CHARLES	<i>Charles Mackay</i>
BUCK, ROLAND	<i>Roland Buck</i>	MCCLAIN, TODD (Cpt)	
BURTON, MATTIE	<i>Mattie Burton</i>	MALINAUSKAS, BRENDA	
		MORRISON, RON	<i>Ron Morrison</i>
COGSWELL, CAROLYN	<i>Carolyn Cogswell</i>	NUTTER, CAROL	
COOPER, MARCIA	<i>Marcia Cooper</i>	PLUM, DEBORAH/Thomas	
CREAHAN, THOMAS	<i>Tom Creah</i>	REEDER, BRIAN	
Craiger, Buford	<i>Buford Craiger</i>	REID, STEVE	<i>Steve Reid</i>
DAVISON, SCOTT	<i>Scott Davison</i>	RISK, ALLEN	
EACKER, SUE	<i>Susan Eacker</i>	ROGERS, BRENT	
EGAN, RITA	<i>Rita Egan</i>	ROLLAND, SUSANNE	<i>Susanne Rolland</i>
ERDO, SCOTT (Maj)	<i>Scott Erdo</i>		
EVERETT, DONNA	<i>Donna R. Everett</i>		
GRISE', WILLIAM	<i>W. R. Grise'</i>	TESCH, DEBORAH	
GRITTON, JOY	<i>Joy Gritton</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GRUENINGER, BOB		TUERK, CRAIG	<i>Craig Tuerk</i>
HALL, EDIE		VOLLMERS, STACY	<i>Stacy Vollmers</i>
HALLER, LYNN	<i>Lynn Haller</i>	WILSON, BETTY	<i>Betty Wilson</i>
JAISINGH, LLOYD	<i>Lloyd R. Jaisingh</i>	YESS, CAPP	<i>Capp Yess</i>

9/3/98



# FACULTY SENATE AGENDA

-October 1, 1998

- I. CALL TO ORDER 4:14+
- II. CONSIDERATION OF MINUTES - September 17, 1998 - wait till next time

## III. CHAIR'S REPORT - handout

1. Retention & grad were highest regional of UL 7 yr.?
2. Brown hand out - met 10-16 issue on salary & compensation
3. look at strategies > Budget - shops - deans, Brown, Rose, Anne Martin;
- IV. VICE-PRESIDENT'S REPORT Pres - 8. year of Tech Ed & J. Philly to
5. can Post 2nd 1 - Nov - 8. Confirm Mast in Ed 8/7

## V. COMMITTEE REPORTS

### A. ACADEMIC POLICIES

- No Report

### B. COMMUNICATIONS

- Guidelines for communicating > post 2nd reading

e-mail to n & >

### C. EVALUATION

- looking at new evaluation forms

reviewing > n. c. & surveying

### D. FISCAL AFFAIRS

Gathering info: Angela to meet & n. s. & n. >

Insurance - n. s. n. / proposals, neg new contract > open enrollment Nov

### E. GOVERNANCE

Regent election Oct 7 9 4 Eagle - 8. Nov

Cathy Thom / Green - 22 nt & resp

### F. PROFESSIONAL POLICIES

#### A. RESOLUTION CONCERNING FIXED-TERM FACULTY & PAY FLEXIBILITY -

2nd reading

~~Book 1~~

PASS

## VI. ADJOURNMENT

5:00

# Faculty Senate Attendance Sheet

Date: 10/1/98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON	<i>Don Applegate</i>	KARWATKA, DENNIS <sub>x</sub>	
BAKER, STACY	<i>Stacy Baker</i>	KLEIN, TOM	<i>Thomas J. Klein</i>
BIEL, MICHAEL	<i>Michael Biel</i>	KNOLL, JAMES	<i>Jim Knoll</i>
BRESCHER, ED	<i>Ed Brescher</i>	LENNEX, LESIA	<i>Lesia Lennex</i>
BRUENING, CHRISTI		MACKAY, CHARLES	<i>Charles Mackay</i>
BUCK, ROLAND	<i>Roland Buck</i>	<sup>CLEAN</sup> MCCLAIN, TODD (Cpt)	<i>Todd McClain</i>
BURTON, MATTIE	<i>Mattie Burton</i>	MALINAUSKAS, BRENDA	<i>Brenda Malinauskas</i>
		MORRISON, RON	<i>Ron Morrison</i>
COGSWELL, CAROLYN	<i>Carolyn Cogswell</i>	NUTTER, CAROL <sub>x</sub>	
COOPER, MARCIA	<i>Marcia Cooper</i>	PLUM, DEBORAH/Thomas	
CREAHAN, THOMAS	<i>Tom Creahan</i>	REEDER, BRIAN <sub>x</sub>	
	<i>Byford Cruger</i>	REID, STEVE	<i>Steve Reid</i>
DAVISON, SCOTT	<i>Scott Davison</i>	RISK, ALLEN	<i>Allen C. Risk</i>
EACKER, SUE <sup>SUSAN</sup>	<i>Susan Eacker</i>	ROGERS, BRENT	
EGAN, RITA	<i>Rita Egan</i>	ROLLAND, SUSANNE	<i>Susan Rolland</i>
ERDO, SCOTT (Maj)			
EVERETT, DONNA	<i>Donna Everett</i>		
GRISE, WILLIAM	<i>William R. Grise</i>	TESCH, DEBORAH	
GRITTON, JOY	<i>Joy Grifton</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GRUENINGER, BOB		TUERK, CRAIG	
HALL, EDIE	<i>Edie Hall</i>	VOLLMERS, STACY	<i>Stacy Vollmers</i>
HALLER, LYNN	<i>Lynn Haller</i>	WILSON, BETTY	
JAISINGH, LLOYD	<i>Lloyd R. Jaisingh</i>	YESS, CAPP	<i>Capp Yess</i>

9/3/98

C/UP-111  
Fac. Senate

NO. 4.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: Resolution Concerning Fixed-Term Faculty and Pay Flexibility

Attachments: 1

Date Passed By the Senate 10/1/98

5 Oct 98

Date

B. E. R. O. N.

Signature of Faculty Senate Chair

NOTE: The resolution only ask for pay to be spread across 12 mos, if desired. It does not extend benefits over the summer.

II. ACTION:

VP COMMENTS: I concur  
10/6/98

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

1/18/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

**Faculty Senate: Professional Policies Committee**

*Resolution Concerning Fixed-Term Faculty  
and Pay Flexibility*

WHEREAS fixed-term faculty typically derive all or nearly all of their annual income from their fixed-term teaching contracts at the University, and

WHEREAS the salaries for fixed-term faculty are relatively low, and

WHEREAS fixed-term faculty at comparable institutions (e.g., Kentucky State University, Murray State University, etc.) are offered the option of receiving their pay checks either (1) over the nine months of the academic year for which they are contracted to teach or (2) over the entire calendar year (commencing with the first pay check of the academic year for which they are contracted to teach),

THEREFORE BE IT RESOLVED THAT the University should offer fixed-term faculty the option of receiving their pay checks either (1) over the nine months of the academic year for which they are contracted to teach or (2) over the entire calendar year (commencing with the first pay check of the academic year for which they are contracted to teach).



# FACULTY SENATE AGENDA

-October 15, 1998

## I. CALL TO ORDER

## II. CONSIDERATION OF MINUTES - September 17, 1998; October 1, 1998

## III. CHAIR'S REPORT

New IDEA is now on web page > workshops being  
Ad hoc salary & budget & just salary  
planned.

## IV. Report from Al Baldwin

### NCAA & Accountability

process completely say study > leave desk at library has  
full report as well as steering committee > operating principle  
criteria used to measure university compliance  
discussed recommendations & currently in  
period of comment > Act = handout show comparison  
\* figure out what to do

## V. COMMITTEE REPORTS

### A. Governance

#### Graduate Committee

Report = 2  
NOM > PASS

### B. ACADEMIC POLICIES - NO Report

Bole = Input into calendar fall > Aug end of Thanksgiving  
report AA

### C. Fiscal Affairs

Angelina met at next increase 2.89% operating  
4.49% 1155 in state undergrad  
tuition

### D. EVALUATION - NO Report

#### IDEA - 1st reading

lengthy discussion regarding IDEA forms  
16/20  
Bill Palic  
Kansas St  
on campus

## VI. ADJOURNMENT

Health insurance  
to compare  
2 factors to consider  
① as who  
actual kids on state  
② as P used  
at Clairet lock  
clinics

Rates: 3 tier plan  
Single/family/2 pass  
base \$15  
Case same

Delta Dental  
2 part \$1  
Cafeteria Plan  
Antam again

Quin pine = 7.83  
fam 925  
2 1210  
1mo = single of 17  
fam 9032

Judy  
Lynn  
Carpenter  
Judy Lynn Carpenter  
2/16/99  
2/16/99

# Faculty Senate Attendance Sheet

Date: 10/15/98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON	<i>Don Applegate</i>	KARWATKA, DENNIS	<i>Dennis Karwatka</i>
BAKER, STACY	<i>Stacy Baker</i>	KLEIN, TOM	<i>Tom Klein</i>
BIEL, MICHAEL	<i>Michael Biel</i>	KNOLL, JAMES	<i>James Knoll</i>
BOGART, JAMES	<i>James Bogart</i>	LENNEX, LESIA	<i>Lesia Lennex</i>
BRESCHER, NED	<i>Ned Brescher</i>	MACKAY, CHARLES	
BRUENING, CHRISTI	<i>Christi Bruening</i>	MCCLAIN, TODD (Cpt)	
BUCK, ROLAND	<i>Roland Buck</i>	MALINAUSKAS, BRENDA	<i>Brenda Malinauskas</i>
BURTON, MATTIE		MITCHELSON, RON	
COGSWELL, CAROLYN	<i>Carolyn Cogswell</i>	MORRISON, RON	<i>Ron Morrison</i>
COOPER, MARCIA	<i>Marcia Cooper</i>		
CREAHAN, THOMAS	<i>Tom Creahan</i>	NUTTER, CAROL	<i>Carol Nutter</i>
		PLUM, DEBORAH/Thomas	
DAVISON, SCOTT	<i>Scott Davison</i>	REEDER, BRIAN	<i>Brian Reeder</i>
EACKER, SUSAN		REID, STEVE	<i>Steve Reid</i>
EGAN, RITA	<i>Rita Egan</i>	RISK, ALLEN	<i>Allen C. Risk</i>
ERDO, SCOTT (Maj)	<i>Scott Erdo</i>	ROGERS, BRENT	<i>Brent Rogers</i>
EVERETT, DONNA		ROLLAND, SUSANNE	<i>Susanne Rolland</i>
GRISE', WILLIAM		TESCH, DEBORAH	<i>Deborah Tesch</i>
GRITTON, JOY	<i>Joy Grifton</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GRUENINGER, BOB	<i>Bob Grueninger</i>	TUERK, CRAIG	<i>Craig Tuerk</i>
HALL, EDIE	<i>Edie Hall</i>	VOLLMERS, STACY	
HALLER, LYNN	<i>Lynn Haller</i>	WILSON, BETTY	<i>Betty Wilson</i>
JAISINGH, LLOYD	<i>Lloyd Jaisingh</i>	YESS, CAPP	<i>Capp Yess</i>

10/8/98



## Faculty Senate Agenda - November 5, 1998

- I. Call to order
- II. Vice-President's Report

- III. Chair's Report
  - COSFL meeting

- IV. Committee Reports
  - A. Governance
    - 1. IRB - 1st reading
    - 2. Committee nominations

- B. Evaluation
    - IDEA - st reading

- C. Professional Policies
    - Technology Policies

- D. Fiscal Affairs
    - Benefits

- V. Adjournment

# Faculty Senate Attendance Sheet

Date: 11-5-98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON	<i>Don Applegate</i>	KARWATKA, DENNIS	
BAKER, STACY	<i>Stacy Baker</i>	KLEIN, TOM	<i>Thomas J. Klein</i>
BIEL, MICHAEL	<i>Michael Biel</i>	KNOLL, JAMES	<i>James Knoll</i>
BOGART, JAMES	<i>James D. Bogart</i>		
BRESCHER, NED	<i>Ned Brescher</i>	LENEX, LESIA	
BRUENING, CHRISTI		MACKAY, CHARLES	<i>Charles Mackay</i>
BUCK, ROLAND	<i>Roland Buck</i>	MCCLAIN, TODD (Cpt)	
BURTON, MATTIE		MALINAUSKAS, BRENDA	
COGSWELL, CAROLYN	<i>Carolyn Cogswell</i>	MITCHELSON, RON	
COOPER, MARCIA		MORRISON, RON	<i>Ron Morrison</i>
CRAGER, BUFORD		NUTTER, CAROL	<i>Carol Nutter</i>
CREAHAN, THOMAS	<i>Tom Creahan</i>	PLUM, DEBORAH/Thomas	
DAVISON, SCOTT	<i>Scott Davison</i>	REEDER, BRIAN	<i>Brian Reeder</i>
EACKER, SUSAN	<i>Susan Eacker</i>	REID, STEVE	<i>Steve Reid</i>
EGAN, RITA		RISK, ALLEN	<i>Allen P. Risk</i>
ERDO, SCOTT (Maj)	<i>Scott Erdo</i>	ROGERS, BRENT	<i>Brent Rogers</i>
EVERETT, DONNA	<i>Donna R. Everett</i>	ROLLAND, SUSANNE	
GRISE, WILLIAM	<i>William R. Grise</i>	TESCH, DEBORAH	<i>Deborah Tesch</i>
GRITTON, JOY	<i>Joy Grifton</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GRUENINGER, BOB		TUERK, CRAIG	<i>Craig Tuerk</i>
HALL, EDIE		VOLLMERS, STACY	<i>Stacy Vollmers</i>
HALLER, LYNN	<i>Lynn Haller</i>	WILSON, BETTY	<i>Betty Wilson</i>
JAISINGH, LLOYD	<i>Lloyd R. Jaisingh</i>	YESS, CAPP	<i>Capp Yess</i>

11/5/98

Acad. Affairs  
C/Fac. Senate

NO. 5.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: Committee Assignments

Attachments: 1

Date Passed By the Senate 11/5/98

11/11/98  
Date

[Signature]  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

*I concur.*  
*[Signature]*  
*11/18/98*

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

12/1/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

COMMITTEE ASSIGNMENTS

JAMES BOGERT WON GRADUATE COMMITTEE ELECTION FOR COLLEGE OF  
BUSINESS  
CONGRATULATIONS!

---

HONORS COMMITTEE

JACK HENSON            BUS

INTERCOLLEGIATE ATHLETIC COMMITTEE

LARRY COWART            BUS

LIBRARY COMMITTEE

CLARA KEYES

Faculty Senate Agenda - November 19, 1998

- I. Call to order
  - Approval of minutes
- II. Chair's Report
- III. Regent's Report
  - BOR meeting
- IV. Vice-President's Report
- V. Committee Reports
  - A. Governance
    - 1. IRB -2nd reading
    - 2. Professional Development Committee--1st reading
  - B. Evaluation
    - IDEA -1st reading
  - C. Professional Policies
    - Technology Policies - 1st reading
  - D. Fiscal Affairs
    - Bell Tower Sprawl - 2nd reading
  - E. Academic Policies
    - Cheating - 2nd reading
- VI. Adjournment



Faculty Senate Attendance Sheet  
Date: 11-19-98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON	<i>Don Applegate</i>	KARWATKA, DENNIS	<i>Dennis Karwatka</i>
BAKER, STACY	<i>Stacy Baker</i>	KLEIN, TOM	<i>Thomas J Klein</i>
BIEL, MICHAEL	<i>Michael Biel</i>	KNOLL, JAMES	<i>James Knoll</i>
BOGART, JAMES	<i>J Bogart</i>		
BRESCHER, NED	<i>Ned Brescher</i>	LENNEX, LESIA	<i>Lesia Lennex</i>
BRUENING, CHRISTI	<i>Christi Bruening</i>	MACKAY, CHARLES	<i>Charles Mackay</i>
BUCK, ROLAND	<i>Roland Buck</i>	MCCLAIN, TODD (Cpt)	<i>Todd McClain</i>
BURTON, MATTIE	<i>Mattie Burton</i>	MALINAUSKAS, BRENDA	<i>Brenda Malinauskas</i>
COGSWELL, CAROLYN	<i>Carolyn Cogswell</i>	MITCHELSON, RON	<i>forgot to sign</i>
COOPER, MARCIA	<i>Marcia Cooper</i>	MORRISON, RON	<i>Ron Morrison</i>
CRAGER, BUFORD	<i>Buford Crager</i>	NUTTER, CAROL	<i>Carol Nutter</i>
CREAHAN, THOMAS		PLUM, DEBORAH/Thomas	
DAVISON, SCOTT	<i>Scott Davison</i>	REEDER, BRIAN	<i>Brian Reeder</i>
EACKER, SUSAN	<i>Susan Eacker</i>	REID, STEVE	<i>Steve Reid</i>
EGAN, RITA		RISK, ALLEN	<i>Allen Risk</i>
ERDO, SCOTT (Maj)		ROGERS, BRENT	<i>Brent Rogers</i>
EVERETT, DONNA	<i>Donna R Everett</i>	ROLLAND, SUSANNE	<i>Susanne Rolland</i>
GRISE, WILLIAM	<i>William R. Grise</i>	TESCH, DEBORAH	<i>Deborah B. Tesch</i>
GRITTON, JOY	<i>Joy Gritton</i>	TOWELL, GORDON	<i>Gordon Towell</i>
GRUENINGER, BOB	<i>Bob Grueninger</i>	TUERK, CRAIG	<i>Craig Tuerk</i>
HALL, EDIE	<i>Edie Hall</i>	VOLLMERS, STACY	<i>Stacy Vollmers</i>
HALLER, LYNN	<i>Lynn Haller</i>	WILSON, BETTY	
JAISINGH, LLOYD		YESS, CAPP	<i>Capp Yess</i>

11/5/98



NO. 5.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: Committee Assignments

Attachments: 1

Date Passed By the Senate 11/5/98

11/11/98  
Date

  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

*C/Head  
Chairman  
Fac. Sen*

NO. 6.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: IRB Committee Changes

Attachments: 1

Date Passed By the Senate 11/19/98

20 Nov 98  
Date

*[Signature]*  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

*I concur with the motion.  
approved 11/25/98*

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

*[Signature]*  
Signature of President

12/1/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*  
PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021

## INSTITUTIONAL REVIEW BOARD FOR PROTECTION OF HUMAN SUBJECTS IN RESEARCH

**Termination Date:** Advisory Committee mandated by the National Research Act, last revision April 1994.

**Purpose:** The IRB, while recognizing the concepts of academic freedom and free inquiry, is charged with the responsibility of making a determination whether human subjects in research will be placed at risk.

**Membership:** Membership shall consist of at least five members with varying backgrounds to promote complete and adequate review of research activities commonly conducted by the institution, and one representative from the Office of Research, Grants and Contracts. "The IRB shall not consist entirely of men or entirely of women, or entirely of members of one profession," or two persons from the same department. The membership shall have "at least one member whose primary concerns are in nonscientific areas, e.g., lawyers, ethicists, members of the clergy,...and at least one member who is not otherwise affiliated with the institution and who is not a part of the immediate family of a person who is affiliated with the institution." (Protection of Human Subjects, 45 CFR 46, 1983, p.7) All members of this committee, including the chairperson, shall be appointed by the President. Term of service shall be three years with staggered terms so that a majority of the members are retained each year. ~~Members may serve no more than two terms in sequence.~~

**Duties and  
Responsibilities:**

1. To review University research involving human subjects in order to safeguard the rights and welfare of people who may be subject to risk as a result of research activities.
2. To approve or require modifications in (to secure approval) or disapprove all research activities covered by the National Research Act (PL 93-348) and Protection of Human Subjects Regulation 45 CRF 46.
3. To update the IRB Handbook as appropriate.

**Officers:** Chair - appointed by the President; a Vice-Chair and a Secretary to be selected by the committee from the membership.

**Frequency of  
Meetings:** As required.

**Reporting Channels:** Advisory to the Executive Vice-President for Academic Affairs and Dean of Faculty.

**Minutes and  
Proposals Copied To:** The Library, Faculty Senate, Student Government Association, and Staff Congress. (Published minutes should meet federal guidelines on confidentiality.)

**Support Services:** Office of Research, Grants and Contracts.

NO. 7.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

9/11/98  
Adm. Affairs  
Fac. Sen.

I. MOTION: Bell Tower/Plaza Project Resolution

Attachments: 1

Date Passed By the Senate 11/19/98

20 Nov 98  
Date

Bruce C. Faden  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

*I concur, pending a review of the implications  
of the resolution's implementation.  
12/11/98*

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☒ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

*Phase III will  
be evaluated thoroughly  
before any action is taken.  
We may seek private  
donations, possibly match.  
R4*

III. SIGNATURES?

Ron Eagle  
Signature of President

12/1/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UP0 1021

**FISCAL AFFAIRS COMMITTEE**

**Proposed Resolution**

**November 1998**

**WHEREAS** the Plaza Project - Phase II has required a significant contribution from University funds, and

**WHEREAS** University funding for expenditures that are crucial to the University's mission, such as faculty salaries, supplies, and travel expense reimbursement, continue to be seriously inadequate,

**BE IT RESOLVED** that no University funds be spent on Phase III of the Plaza Project, with the exception of the handicapped-access ramp to the Library, until the more pressing needs of the University are met.

Acad. Affairs  
11/19/98

NO. 8.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: Academic Honesty Policy

Attachments: 1

Date Passed By the Senate 11/19/98

20 Nov 98

Date

Brian C. Reader

Signature of Faculty Senate Chair

We would like to have this policy in both the course catalog and the student handbook.

II. ACTION:

VP COMMENTS:

I concur with the motion.  
mrm  
11/25/98

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

12/1/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

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UPO 1021



## **Academic Honesty Policy**

### **Appendix F**

#### **Honor code and guidelines for dealing with acts of academic dishonesty**

**All students at Morehead State University are expected to abide by a code of honor that requires academic honesty. Academic honesty includes doing one's own work, giving credit for the work of others, and using resources appropriately.**

**If a faculty member suspects that a student is guilty of a breach of the code and chooses to pursue disciplinary action through University channels, the faculty should:**

- 1. Hold a conference with the student to attempt to address the problem.**
- 2. If the student is determined to be guilty of the charge, the faculty member should issue the sanction. The sanction may include failure of a particular assignment or exam, failure of a particular class, or any other appropriate disciplinary action.**
- 3. If a sanction is imposed on the student, then the faculty member is expected to:**  
Report in writing to the department chair the details of the incident, the results of the student/faculty member conference, and the sanction issued. A copy of this report should be forwarded to the appropriate *college* dean and to the dean of students. (The dean of students is responsible for maintaining and safeguarding all university discipline records and for ensuring their confidentiality. A central record of all acts of academic dishonesty and plagiarism ensures that a student will be held accountable for subsequent violations).
- 4. If the dean of students has on file for particular student(s) previous violations of the code, this information is to be sent to the faculty member and department chair.**
- 5. If the faculty member and department chair determine that the severity of the academic dishonesty of the fact or nature of previous violations by the same student(s) warrants further disciplinary action, a request for further action should be made in writing to the dean of students. The dean of students will review the submitted material and hold an investigative hearing with the student(s) involved. At this time, the dean of students will determine if further disciplinary action is warranted.**
- 6. The dean of students will report in writing any additional disciplinary actions taken to the college dean, the department chair, the EVPAA, the faculty member laying the charges, and student(s) being charged.**
- 7. Nothing in this policy shall prevent or prohibit the student(s) charged from making an appeal of the disciplinary action administered.**

Faculty Senate Agenda - December 3, 1998

- I. Call to order
  - Approval of minutes
- II. Chair's Report
  - No Faculty Senate Meeting Dec. 17
- III. Regent's Report
- IV. Vice-President's Report
  - Beth Patrick, Y2K
- V. Committee Reports
  - A. Governance
    - 1. Professional Development Committee--2nd reading
    - 2. Committee Assignments
  - B. Evaluation
    - IDEA -2nd reading
  - C. Professional Policies
    - Technology Policies -2nd reading
- VI. Adjournment

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- VI. Adjournment

# Faculty Senate Attendance Sheet

Date: 12-3-98

NAME	SIGNATURE	NAME	SIGNATURE
APPLEGATE, DON		KARWATKA, DENNIS	D Karwatka
BAKER, STACY	Stacy Baker	KLEIN, TOM	Thomas J Klein
BIEL, MICHAEL	Michael Biel	KNOLL, JAMES	
BOGART, JAMES	James Bogart		
BRESCHER, NED	Ned Brescher	LENNEX, LESIA	
BRUENING, CHRISTI	Christi Bruening	MACKAY, CHARLES	Charles Mackay
BUCK, ROLAND	Roland Buck	MCCLAIN, TODD (Cpt)	Todd McClain
BURTON, MATTIE	Mattie Burton	MALINAUSKAS, BRENDA	Brenda Malinauskas
COGSWELL, CAROLYN	Carolyn Cogswell	MITCHELSON, RON	
COOPER, MARCIA	Marcia Cooper	MORRISON, RON	Ron Morrison
<del>CRAGER, BUFORD</del>		NUTTER, CAROL	Carol Nutter
CREAHAN, THOMAS	Tom Creahan	PLUM, DEBORAH/Thomas	
DAVISON, SCOTT	Scott Davison	REEDER, BRIAN	Brian Reeder
EACKER, SUSAN	Susan Eacker	REID, STEVE	Steve Reid
EGAN, RITA	Rita Egan	RISK, ALLEN	
ERDO, SCOTT (Maj)		ROGERS, BRENT	Brent Rogers
EVERETT, DONNA	Donna R Everett	ROLLAND, SUSANNE	Susanne Rolland
GRISE, WILLIAM	William R. Grise	TESCH, DEBORAH	
GRITTON, JOY		TOWELL, GORDON	Gordon Towell
GRUENINGER, BOB	Bob Grueninger	TUERK, CRAIG	
HALL, EDIE	Edie Hall	VOLLMERS, STACY	
HALLER, LYNN		WILSON, BETTY	
JAISINGH, LLOYD	Lloyd Jaisingh	YESS, CAPP	Capp Yess

11/5/98

\* I will be teaching a class in Spring 99 on Thursday 6pm. That commitment will make continuing in the Senate problematic.



9/10/98  
For  
Ser

NO. 9.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: IDEA

Attachments: 1

Date Passed By the Senate 12/3/98

13 Dec 98  
Date

Brian C. Rasmussen  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: I concur. 12/16/98  
[Signature]

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

12-21-98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

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UPO 1021

Whereas: the IDEA evaluation form is designed as a tool for instructors to improve their own teaching rather than a tool for institutional evaluation of instructional quality, and

Whereas: Executive Vice President for Academic Affairs Moore has expressed similar views (He has expressed support for IDEA, but as it was intended to be used rather than for promotion, tenure and merit decisions)

Be it resolved that: IDEA evaluations or other student evaluations of faculty not be used as the sole criterion for evaluating teaching effectiveness and that these evaluations not count for more than 50% of an individual faculty member's teaching evaluation for purposes of tenure, promotion, or merit pay decisions.

NO. 10.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

C/VP-99  
+ Fac. Senate

I. MOTION: PG-55: Technology Security

Attachments: 1

Date Passed By the Senate 12/3/98

13 Dec 98  
Date

Brian C. Rosen  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS: I concur  
signature 12/16/98

President

- A. ☒ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

[Signature]  
Signature of President

12/23/98  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

PLEASE RETURN ORIGINAL WITH SIGNATURE AND ATTACHMENTS TO THE FACULTY SENATE:  
UPO 1021



Policy: PG-55

Subject

### Technology Security

Approval Date:

Revision Date:

12-3-98  
BAS

**PURPOSE:**

To establish the general standards of conduct expected of Morehead State University administrators, faculty, staff, students, members of the Board of Regents, volunteers, and sponsored guests using University Technology resources.

**POLICY:**

Morehead State University supports adherence to security policies, standards and procedures to protect its technology resources from unauthorized, prohibited, accidental, intentional, or malicious modification, destruction, or disclosure. The protection of these technology resources relating to the conduct of business is a basic management responsibility.

**DEFINITIONS:**

**Technology User** – Morehead State University employees, students, directors, officers, volunteers and holders of sponsored guest accounts, including all persons providing contractor services to Morehead State University, who use, process or store computerized data relevant to University business and to technology resources made available to individuals to assist in the pursuit of educational goals.

**Technology Resources** – include, but are not limited to, University data files, software, computers, networks, email, telephone systems, voice mail systems and cable television systems.

**Authorized Access** – permission granted to a technology user by a data custodian and/or appropriate supervisor to access technology resources for instructional, educational, research or employment-related responsibilities. Authorized access may be granted though, but not limited to, the issuance of passwords or keys to a technology resource.

**University Need** – includes, but is not limited to University administration's determination that probably cause exists that computer security laws, University policies, standard or regulations have been or are being violated. Need may also include the retrieval

of official University correspondence or information received electronically by an employee during an extended absence from duty.

**Data Custodian** – MSU employee assigned management responsibility for oversight of official University data that could include but is not limited to student records, financial records, personnel records, alumni records, inventory or facility information. For example, the Registrar is the Data Custodian for official student records maintained on the University's student information system.

**Prohibited Conduct** --The following conduct is prohibited (this list is not intended to be all inclusive):

1. Copying University-owned or licensed software or University-owned data to another computer system for personal or external use without prior written approval by the University and/or licensee.
2. Attempting to copy or modify University-owned or licensed software or official University-owned data files without prior written approval by the data custodian or other individual or office responsible for its maintenance.
3. Attempting to damage or disrupt operation of computing equipment, data communications equipment, or data communications lines. Unauthorized capture of network traffic from the local area network or backbone.
4. Using University technology resources for purposes other than those intended by granting access to these technology resources to unauthorized persons, even if those persons are members of the University community.
5. Using University technology resources in external consulting unless authorized in accordance with University policy and procedures. Technology users may not use University technology resources to advertise for any commercial purposes.
6. Using University technology resources in external self-employment activities unless authorized in accordance with University policy and procedures.

7. Failing to protect an account from unauthorized access by sharing of a user id and associated password or deliberately leaving a logged in account unattended.

8. Installing illegal software, as defined by the official software license agreement, on MSU computer equipment.

9. Using MSU technology resources to gain unauthorized access to other technology resources or in the commission of any illegal activity (criminal or intellectual property violations); or violation of any regulations specified in the Personnel Policies or the Student Handbook.

10. Sending e-mail with false return addresses or account id.

11. Harassing any user by sending unwanted messages.

12. Operating an unauthorized server.

13. Failing to protect an account from unauthorized access.

14. Sending chain mail or unauthorized or unsolicited mass mailings.

15. Attempting access or accessing unauthorized technology resources.

**SCOPE:**

This policy applies to all Morehead State University technology users. It is expected that technology users will cooperate with each other so as to promote the most effective use of technology resources and will respect each other's ownership of work even though it is in electronic rather than printed form.

Individuals and organizations will be held no less accountable for their actions involving technology resources than they would be in the protection of other University property and situations.

**ADMINISTRATION OF  
POLICY:**

The Office of Information Technology is responsible for the maintenance of this policy.

**STANDARDS:**

All technology users shall adhere to the following standards:

1. Every effort shall be made to restrict technology resources to those people with authorized access. Administrative data base managers and data custodians have primary responsibility for insuring that access to data in the modules under their control and responsibility is restricted to those people with authorized access.
2. The flow of information/data shall be protected from unauthorized access or prohibited conduct which could have serious adverse, economic, legal or personal consequence.
3. University computer-based information and equipment shall be reserved for the official educational and administrative/ business goals of Morehead State University.
4. Requests for official University information in electronic format from non-University personnel shall be routed through the appropriate supervisory chain of command to assure conformance to privacy, security standards, and the Commonwealth of Kentucky Open Records Act and/or the Freedom of Information Act. This excludes requests for electronic information from library holdings available through the University library system(s).
5. Technology resource access is based on judicious and responsible use. Technology resources are valuable, and their abuse can have a serious impact on everyone who uses those resources.

#### **MONITORING / MANAGEMENT:**

To properly maintain and manage the University computer programs, databases, files, and E-mail records, the University may exercise its right to inspect, record, transfer, and/or remove all information contained therein that is in conflict with University policies, standards, or regulations and take other appropriate action if inadequate, unauthorized or improper usage is determined. However, such inspection, recording or removing could also be done on the basis of University need.

Any access of a technology user's e-mail or other electronic records by an Information Technology or Internal Audit staff member shall only be done at the request of, or with prior written approval by, the technology user, a Vice President, University General Counsel or the President.

The University has the right to extend, limit, restrict, or deny access to its technology resources.

Morehead State University is the owner of the e-mail systems and all mail that resides on those systems.

**NOTIFICATION:**

To the extent practical, University employees, officers, directors, students, and volunteers, and sponsored guests will be made aware that their electronic communications may be inspected within the guidelines of this policy.

**VIOLATIONS:**

Suspected violations of computer security laws, University policies, standards or regulations shall be reported at once to the Assistant Vice President for Information Technology and the Director of Internal Audits.

Those found to have violated the technology security policy or other policies regarding technology usage may have their electronic access suspended and/or be suspended from employment with or without pay or be dismissed from employment, enrollment or association with the University in accordance with University policies. The University reserves the right to impose charges for the expenses incurred in such actions.

NO. 11.7

ADMINISTRATIVE ACTION  
ON MOTIONS OF THE MSU FACULTY SENATE  
1998-99 ACADEMIC YEAR

I. MOTION: Committee Nomination - Debbie Grubb; Academic Programs Undergraduate Curriculum Committee

Attachments:

Date Passed By the Senate 12/3/98

13 Dec 98  
Date

B. C. Poole  
Signature of Faculty Senate Chair

II. ACTION:

VP COMMENTS:

President

- A. ☐ I concur with the motion of the Senate and hereby direct the Faculty Senate or administrative personnel concerned to implement this motion.
- B. ☐ I concur with the motion of the Senate. This motion, however, requires further approval through University channels. I will seek this approval.
- C. ☐ I concur with the motion of the Senate, with the attached stipulations.\*
- D. ☐ I do not concur with the motion of the Senate, for the reasons attached.

III. SIGNATURES:

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Date

\*A motion accepted with stipulations is considered approved for implementation upon the Senate's acceptance of the stipulations.

\_\_\_\_\_  
Date of Senate's Acceptance  
of Stipulations

\_\_\_\_\_  
Signature of Faculty Senate Chair

\*\*\*\*\*

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UPO 1021





FACULTY SENATE

UPO BOX 1021  
MOREHEAD, KENTUCKY 40351-1689  
TELEPHONE: 606-783-2226  
FAX: 606-783-2678

December 7, 1998

Betty Wilson  
CCL  
Morehead State University  
Morehead, KY 40351

Dear Ms. Wilson:

According to the Faculty Senate Constitution (Article Two, Section 5) "senators missing three consecutive, or a total of five regular Faculty Senate meetings during the academic year shall automatically be dropped from Faculty Senate membership." Our records indicate that you were absent on September 3, October 1, November 19, and December 3, 1998, which means that you will need to be in attendance at all future Faculty Senate meetings in order to maintain your position as Senator from the Library.

Sincerely,

Dr. Brian C. Reeder, Chair  
Faculty Senate

BCR/jc

PC: Dr. Michael Moore, Executive Vice-President for Academic Affairs  
Mr. Larry Besant, Director, Library